**PARISH COUNCIL OF BISHOP WILTON**

**Minutes of a Meeting of the Parish Council (PC) held on Monday 21st October 2019 at 19:30 hrs at the Bishop Wilton Village Hall.**

The meeting was chaired by Cllr Black and assisted by the clerk.

Present: Cllr Wilson, Black and Hall. Ward Cllr Rudd and six members of the public were also in attendance.

**OPEN FORUM**

Cllr Black reported the following; *“It has come to my attention that someone purporting to be a member of this Parish Council has been making comments concerning a planning application in a public place in Pocklington. This incident has been investigated and it needs recording that none of the Parish Councillors were involved.  There are serious implications where anyone falsely represents another, should the person behind this be identified the matter will be forwarded to the police.”*

**Applications for Parish Councillor**

Cllr Black made the following statement; “*As part of the process for identifying suitable Councillors some due diligence is involved and I do have some concerns that need to be appropriately raised at this meeting rather than dragging the process out until the end of the three-month period.*

*A copy of a petition has come into my possession that was signed by 10 residents in 2016 concerning noise originating from one of the applicant’s premises. I do have serious concerns about this, and it will impact on my vote. The other concerns comments made by another applicant who stated to the Parish Clerk when he initially applied that he was joining to “shake things up a bit” or words to that affect. Also, the email concerning pushing the application irrespective of due process and what had been minutted was also not appropriate. “*

A member of the community shop approached the PC at this point about a Christmas event they are holding outside the community shop and asked if the PC would like to be involved. It was decided that this should be discussed at the next meeting once further information has been sent to the clerk. ACTION: Clerk to agenda this for the November meeting.

Ward Cllr Rudd gave his report as follows;

An article in the East Riding magazine relating to ‘getting ready for Winter’ details that ERYC have 21 grit lorries, 60 grit lorry drivers, 800 miles of road are covered with an average of 10,000 tonnes of salt being spread.

ERYC have four designated adult learning centres in Beverley, Bridlington, Cottingham and Goole.

ERYC have set up a ‘Health and Wellbeing’ website called happyandwell.me. This provides information on local services surrounding multiple health topics such as dementia, giving up smoking and keeping fit.

**Meeting started at 19:45 hrs**

1. **Welcome and Apologies –** Cllr Young.
2. **Declarations of Interest –** None.
3. **Minutes of Previous Meeting** – The minutes from the 16th September were signed as a true and accurate record.
4. **Matters Arising**

**Meadow Initiatives on Grass Verges**

Ward Cllr Rudd read out Paul Tripp’s response from ERYC stating that ERYC have previously avoided planting on grass verges as it can conflict with the grass cutting schedules. Any potential meadow area should not affect the sight line and that maintenance of the area would require a team of volunteers.

**School Pictures for Noticeboard**

No update was given in Cllr Young’s absence. ACTION: Clerk to ask for an update at the next meeting.

**Bolton Lane**

The clerk has spoken to Paula Parker at ERYC who has queried this with Andrew Addison. To-date the clerk has not had an update. ACTION: Send all relevant correspondence to Ward Cllr Rudd to escalate.

**Common Lane**

Cllr Wilson has spoken to Becky Cardwell from ERYC who agrees that the ditches are currently overgrown so the extent of the litter is not visible. Becky has agreed to address this issue once the overgrowth has died back. The clerk asked Cllr Wilson to notify her when Becky needs contacting.

**Highways**

* Pothole at the bottom of the VH drive as well as a loose kerb stone (i.d.# 1096862 and i.d.#1096875). Both have now been completed.
* Potholes on Belthorpe Lane near the farm (i.d.# 1096896). ACTION: Cllr Hall to confirm with the clerk if these have been done.
* Overgrown hedgerow on the junction of Worsendale Road and Garrowby Lane (i.d.# 1096914). The clerk has received an email from ERYC stating that they are sending an enforcement team to speak to the owner next week.

**Diversion Routes**

This has not been progressed. ACTION: To liaise with Cllr Young to obtain the correct route.

**Potholes**

The clerk has checked the status of the potholes at the end of Vale Crescent/ Worsendale Road junction and confirmed that they are ‘in progress’. ACTION: Clerk to get an update from the PC before the next meeting.

**School Road Markings**

Cllr Hall confirmed that the road markings have now been re-sprayed as well as other road signs throughout the village.

**Grass Verges at The Balk and Kirklands Lane**

Cllr Wilson confirmed that half of these have been cut today and expects the remaining verges to be finished this week.

**Access to Eastfield Farm**

This was deferred until the next meeting for an update from Cllr Young.

At this point the clerk distributed 50 x ‘do not knock’ stickers available for residents.

1. **Accounts – including PC contribution to MUGA project**

The bank statement and reconciliation were signed by Cllr Wilson and Cllr Black.

The PC have received a request from the Village Hall asking for funds towards the MUGA project. The clerk informed the PC that Awards for All had allowed the PC to keep the £1416.67 underspend for the playground project, on the condition that it was used for play equipment, the rest could be used towards the MUGA project.

The clerk advised the PC that whilst the funds are earmarked for both, there has been no official quote for the conversion of the picnic table into a roundabout. A cheque to the Village Hall for the balance of this money could not be written at this meeting based on this. ACTION: Cllr Young to pass on the details of the roundabout to Cllr Wilson for progression. ACTION: Clerk to agenda ‘donation to MUGA’ for the next meeting.

The newly introduced ‘schedule of payments’ in line with the updated Financial Regulations was approved and signed by Cllr Black and Wilson.

Payments were made by cheque and signed by Cllr Black and Wilson for the following;

Samantha O’Connor – Clerks expenses and salary, cheque no’s. 000058 and 000059

HMRC - £16.70 (clerks PAYE), cheque no. 000060

The clerk asked Cllr Black if the removal of a previous signatory was now complete. Cllr Black confirmed that this was the case. ACTION: Agenda ‘internet banking’ for the next meeting and bring the appropriate NatWest forms.

1. **Planning Applications**

19/03191/PLF Change of use of agricultural land to domestic garden and erection of detached oak framed garage with first floor storage and dormer window. Location: Land North West of Thistle Hill, Belthorpe Lane, Bishop Wilton. Cllrs Black and Wilson conducted a site visit and both noted that this would be an improvement to the property. Cllr Black proposed to support the application and Cllr Wilson seconded this, all were in agreement. ACTION: Clerk to respond to the application accordingly.

19/02826/VAR Removal of condition 3 (holiday occupancy) of planning permission 00/03607/PLF. Location: J Stringer & Sons, The Granary, Low Callis Wold, The Bence, Bishop Wilton. All Cllrs attended a site visit with the applicant. This is currently a holiday let but the applicant is no longer able to manage the let and so wants to return this to a private dwelling. Cllr Black proposed that this be approved, Cllr Wilson seconded it and all were in agreement. Cllr Black noted that ERYC have now approved this application.

1. **Neighbourhood Watch**

Cllr Black informed the PC that the new Farm Watch system is working successfully, and live reports are being made. He noted that this was an improvement on the previous system and was a valued service costing £20.

1. **Wildflower Meadows**

Cllr Wilson discussed the PCs plans to hold a public meeting to discuss plans for the beck side. He stated that himself, Cllr Young and Cllr Hall attended a meeting in September relating to the creation of meadows and advised that another meeting has been scheduled for 6th November. He felt it would be beneficial to have speakers from this group talk at the public meeting.

1. **Public Meeting: Village Green Initiative**

This was covered in agenda item no. 8.

1. **Co-Option of Councillor**

One of the applicants sent apologies before the meeting so this will be deferred until the November meeting where his co-option will be decided. ACTION: Clerk to agenda ‘co-option of councillor’.

1. **Review of Emergency Plan**

The clerk had sent the Cllrs this prior to the meeting. There were a couple of queries raised about access to emergency meeting places. It was agreed that the landline numbers of the Cllrs would be kept in the redacted copy for the website. All were happy with the rest of the plan. ACTION: Clerk to publish this and send to both ERYC and Cllrs after obtaining the missing information. ACTION: Clerk to put a hard copy in the emergency box at the Village Hall.

1. **Adoption of New Financial Regulations**

The clerk had forwarded the new FRs to all Cllrs prior to the meeting. All were happy for the PC to adopt these. ACTION: Clerk to publish these on the website.

1. **Annual Estimate of Rough Sleepers**

The clerk had circulated an email from ERYC relating to the annual estimate of those sleeping rough within the East Riding of Yorkshire on the evening of Tuesday 19 November into the morning of Wednesday 20 November. It was discussed and agreed that the clerk would respond with a value of 0 unless otherwise instructed by the PC.

1. **Review of Transport Champion**

Cllr Young had noted prior to the meeting that he wishes to remain in this role and will complete the relevant form.

1. **Review of Polling Station**

This was briefly discussed, and all were in agreement that this remain at the Village Hall. ACTION: Clerk to complete the survey accordingly.

1. **Review of Allowances for Parish Councillors**

The clerk had circulated an email prior to the meeting relating to allowances for Cllrs. Cllr Black asked Ward Cllr Rudd if other PCs have this in place. Ward Cllr Rudd confirmed that there are PCs that do this but not many.

Cllr Black proposed that the PC remain in the current state of not paying individual allowances to members, Cllr Wilson seconded this and all were in agreement.

1. **Correspondence**

The clerk has received an email from a representative of YorSwitch which is a service provided to assist people in saving money on electricity and/ or heating oil. There will be sessions as listed below where members of the public are able to attend for advice;

Monday 11 November 9:30am - 12 noon, Cottingham Centre, Market Green, Cottingham HU16 5QG

Tuesday 12 November 9:30am - 12 noon, Hedon Centre, 31 St Augustine's Gate, Hedon, Hull HU12 8EX

Wednesday 13 November at 9:30am - 12 noon, Brough Petuaria Centre, 10 Centurion Way, Brough, HU15 1DF

Wednesday 13 November 2:00pm - 4:00pm, East Riding Leisure, Beverley, Flemingate, Beverley HU17 0LT

Thursday 14 November 9:30am - 12 noon, Pocklington Pocela Centre, 23 Railway Street, Pocklington, YO42 2QU

Thursday 14 November 2:00pm - 4:00pm, Driffield Centre, Cross Hill, Driffield, YO25 6RQ

Friday 15 November 9:30am - 12 noon, Haltemprice Library & Customer Services Centre, 120 Springfield Way, Anlaby, HU10 6QJ

1. **Community Issues**

Cllr Black advised that the full village green cut will now go ahead which had previously been delayed due to the weather.

Clearing of the beck has been organised by a resident and will be carried out on the 2nd November.

There is a blocked gulley in the centre of the village. ACTION: Clerk to report this to ERYC.

The verges on Worsendale Road opposite Moat Cottage need cutting. ACTION: Clerk to report this to ERYC.

The streetlight in the bus shelter by the village green is not working. ACTION: Clerk to report this to ERYC.

The streetlight on Street Lane near Clay Farm is permanently on. ACTION: Clerk to report this to ERYC.

Cllr Young had passed on a petition he had received from the school relating to their brown bin collection. Cllr Black advised that this is not something that the PC are responsible for and asked that the clerk return these to the head teacher directing her to ERYC. ACTION: Clerk to return the petition.

Cllr Hall reported that the path running from Vale Crescent to the playing fields, adjacent to the allotments is hazardous. A discussion was held about how this could be resolved, and it was decided to put this on the next agenda when Cllr Young is present. ACTION: Agenda this item for November.

Cllr Wilson noted that the road edge at the T-junction in Youlthorpe has been severely eroded and there is now a dip between the road and verge. ACTION: Ward Cllr Rudd to look into this and report back.

1. **Date of Next Meeting –** 18th November at 7.30pm.

There being no further business, the meeting closed at 20:28 hrs.

Signed as a true and correct record  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_**