4/2025

**Minutes of Rawcliffe Parish Council Meeting held on Wednesday**

**23rd July 2025 at St James' Church, The Green, Rawcliffe at 7.00pm**

**Present**Councillor. J. Emberton-Leveson (in the chair), Councillor P.A. Sykes, Councillor.E. Gleeson, Councillor A. Hailes, Councillor J. Taylor, Councillor. S. Harris, Councillor R. Chapman

1 Member of the public

**21. Apologies for Absence**

Ward Councillors Fox and Sargeantson forwarded apologies.

**22. To propose and second the minutes of Rawcliffe Parish Council meeting held Wednesday 25th June 2025**

**To propose and second the minutes of the extra ordinary meeting held on Wednesday 16th July 2025**

Minutes of the June Council meetings were circulated, displayed, read and signed as a true copy.

Minutes of the extra ordinary meeting of Rawcliffe Parish Council held on 16th July 2025 were circulated, displayed, read and signed as a true copy.

Noted that the Agenda items should be numbered consecutively throughout the year.

**23. To record declarations of interest on items listed on the agenda and the nature of such interest**

Cllr J. Emberton-Leveson - Agenda item 11a & 11b both non pecuniary  
Cllr. P.A. Sykes - Agenda item 11b non pecuniary.

**24. To note dispensation given to councillors on items on the agenda**

None requested.

**25. To receive the Parish Clerk & Chairman's Report**Chairman queried the invoice for Insurance for Rawcliffe Parish Council and was informed that Rawcliffe Village Hall was still under Parish Council Insurance. This has now been deleted and the premium for 2025/26 has been paid.

There s a need to write a Leasehold Document to confirm that Rawcliffe Parish Council own the land.

A letter has been received from Federation of Rawcliffe Bridge and Rawcliffe Schools asking for Litter Pickers to be used by the school children under supervision. Councillor Harris has access to a number and will contact the school direct.

AGAR Forms and documentation has been received back from the Internal Auditor and will be forwarded to External Auditor asap.

**26. To receive the East Riding Councillors Report**

No Ward Councillors were present

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5/2025

**-2-**

**27. To receive a report from the recent Speed Awareness meeting 28 June 2025**

There was a good community involvement and attendance at this meeting. Issues of parking and speeding in the Parish were covered and it has been noted that since the meeting there has been a higher police presence in the Parish. Police are aware of the problems resulting in the use of e-scooters and electric bikes, situations that need addressing. Various areas of the Parish require speed awareness and control.

Councillor Gleeson reported an incident at the Zebra Crossing which could have resulted in a serious accident.

Speed signs in the Parish were welcomed by those present and finance and fitting of Speed Signs was discussed. It was agreed that an Expression of Interest should be forwarded to Humberside Police and Crime Commissioners Office especially relating to grants to fund such a project. Councillor Harris will complete the documentation required.

**28. To discuss the water supply to the cemetery**

It has been noted by residents that vehicles are visiting the Cemetery and filling large water containers from the Cemetery taps. Water to the Cemetery is on a meter and is paid for by the Parish Council therefore taking water from the Cemetery is theft.

After discussing the possibility of installing CCTV Councillor Hailes wished it to be minuted that he was against installation of CCTV for various reasons.

In the first instance it was proposed, seconded and agreed that polite notices should be placed on the Cemetery gates and a quotation for installation of CCTV in the Cemetery should be sought. Maintenance Operative will be asked to take readings from the Water Meter to check consumption.

**29. To discuss the success of the Parish Magazine and future funding from the Parish Council**

It was proposed, seconded and agreed that Rawcliffe Parish Council should continue to fund the Parish Magazine on a rolling agreement. Positive results have been received within the community. More articles are required, especially from Rawcliffe Bridge. Reports from local Football Teams, project for students to interview residents are ideas to enhance the content of the magazine.

It has been noted that Rawcliffe Bridge Hotel is closed at the moment. Councillors were asked to be aware of possible interest in this matter.

**30. To receive any information concerning the flower planters and flagpole**

This item will be placed on the September Agenda.

**31. Items from Council members**

a. To discuss Christmas lighting - quotations will be sought. (J.A-L)

b. To discuss possible CCTV in Rawcliffe Cemetery - quotations will be sought.

c. To discuss footpaths within the Parish - A suggestion was made to tarmac the path from the Cemetery through to Ridding Lane. No proposer or seconder.

d. To discuss progress of speed signage within the Parish - agreed to send Expression of Interest to Police Commissioners Office.

e. To receive information regarding a possible cinema on the Village Green - Councillor Gleeson is to collect prices and interest for this event.

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6/2025

**-3-**

e. To receive information regarding a possible cinema on the Village Green - Councillor Gleeson is to collect prices and interest for this event.

f. To discuss tarmac to the side of the farm - Discussed with interest but did not receive a proposer or seconder.

**32. Update from July Street Maintenance Operative requiring attention**

* Back rest requires replacing in bench opposite Rawcliffe Station.
* Quotations are required from a skilled joiner for the refurbishment of the Village Pump
* Georges Bench requires re-varnishing and gravel removed from underneath.
* Vegetation surrounding the tree close to the Zebra Crossing requires cutting back - ERYC to be made aware. Paul to report.
* Litter bin close to cock corner requires concreting down.
* Royal Mail metal box requires a coat of paint on the top.
* Path at the side of the Chinese is getting overgrown.
* Tree opposite the Pizzeria is distressed. Suggested Pauline Laybourn from ERYC be contacted and asked to visit the Parish

**33. Update from Rawcliffe Village Hall** Noted that Rawcliffe Village Hall are now liable for their own Insurance which has been deleted from Rawcliffe Parish Council Insurance.

Representatives from Rawcliffe Parish Council have been invited to join the Committee.

Grant application forms will be placed online ready for November (Cllr. J.E-L).

Notice Board on Village Hall wall is the property of The Village Hall and a grant may be available for replacement.

Fire Doors may require checking and possible quotations required.

**34. Rawcliffe Cemetery: Burials and memorials**

Application to erect a memorial stone in Rawcliffe Cemetery:-

Margaret Anne Pinder

Application for an additional inscription:

Ronald Edward Hill

Proposed and seconded that permission granted.

**The Chairman closed the meeting whilst the next item on the Agenda takes place**

**35.Public Participation**

There were no matters raised by residents

**The Chairman re-opened the meeting**

**36. Accounts**

**a. Outstanding Invoices paid since the last meeting**.

Harry Broadley - Parish Magazine 478.00

James Duffin- Grass Cutting 635.96

Staff payment - 1. 440.57

Staff payment - 2. 440.57

Staff payment - 3. 783.42

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7/2025

**-4-**

ERYC - Lease Rawcliffe Bridge playing field 1101.00

Addplant - Portable loo 126.00

TP Jones - PAYE 43.60

PURE - bus shelter cleaning 40.00

**Invoices received since the last meeting**

Sancton Accounting Services - Internal Audit 400.00

P.A.Sykes - Travelling Expenses 45.00

P.A. Sykes - reimbursement -ink cartridges and paper 98.13

Staff payment 569.52

HMRC 316.62

Visioninc hosting fee 185.26

Gallagher Insurance (to be paid in two parts) 2,365.34

S Harris - expenses 5.38

All invoices presented for payment were approved. Noted that the invoice for Harry Broadley has been paid twice but will be adjusted with the next payment.

Balances of all Parish Council Accounts were given verbally to those present. It was agreed that the Petty Cash account balance should be transferred to the current account and the Petty cash account closed, as suggested by the Internal Auditor.

**b. AGAR**

All End of year documentation has been returned from the Internal Auditor and has now been forwarded to External Auditor. All required documentation has been placed on the Parish Website. Cllr Sykes was thanked for the extra work required to complete the Audit.

**37. Date of the next meeting -** Wednesday 24th September 2025 7pm at St. James' Church, Rawcliffe.

**Items to be placed on the September Agenda**

To discuss the cost of replacing flagpole and flower containers. Previously discussed and approved.

To contact ERYC concerning replacement and filling of salt bins within the Parish especially those sited at the Cemetery and Bus stop at Rawcliffe Bridge.

To approve the purchase of 2 x Christmas Trees from Lodge Landscapes and the Christmas Trees on posts at Rawcliffe Bridge from Plantscapes.

Henry Jubbs are to be contacted and asked for the optimum height of the trees to allow them to fix the lights safely.

To discuss quotation received for a PA System for the Parish Council.

There being no further business the meeting closed at 9.13pm

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