

**MINUTES OF THE MEETING
OF RAWCLIFFE PARISH COUNCIL
WHICH TOOK PLACE ON THURSDAY 25th JANUARY 2018
IN THE GOSPEL HALL, THE GREEN, RAWCLIFFE
at 7.00pm**

Present: Councillor R. Barker – Chairman
Councillor M. McKenna
Councillor B. Clark
Councillor A. Handley
Councillor D. McKenna
Councillor P.R. Sykes
Councillor J. Taylor
Councillor S. Wade

In Attendance Mrs. P.A. Sykes (Clerk)
3 Visitors.

Before opening the meeting the Chairman called for one minutes silence in remembrance of Councillor Francis Sykes who had recently died.

The Chairman, Councillor R. Barker, together with Councillor J. Taylor and Mr. Granville Scowcroft all paid tribute to Councillor Sykes remembering the many works he was involved with in serving his community and his Church in Rawcliffe and surrounding Parishes. It was agreed that he will be sorely missed.

001 TO RECEIVE APOLOGIES FOR ABSENCE

All Councillors were present.

It is a legal requirement that all apologies, forwarded to the Clerk, must contain the reasons for absence from Parish Council meetings. This information is confidential and will not be minuted.

002 TO CONFIRM MINUTES OF THE PARISH COUNCIL MEETING

Minutes of the meeting of Rawcliffe Parish Council held on 23rd November 2017 were signed as a true copy.

RESOLVED – proposed and seconded that the above minutes were circulated, read, and signed as a true copy.

003 TO RECORD DECLARATION OF INTEREST

In accordance with the Code of Conduct which was adopted by Rawcliffe Parish Council on 27th June 2012 and amended on 26th September 2012 any member must declare an interest and identify the Agenda item which they think they may have an interest in according to the Declaration of Members Interest and the type of interest being declared.

Councillor S. Wade declared a Pecuniary interest in Agenda item 013.

RESOLVED - proposed and seconded that the Chairman suspend the meeting during the following item.

Signed Date

004 PUBLIC PARTICIPATION

Mrs. Julie Dixon, on behalf of Rawcliffe and Rawcliffe Bridge Schools asked if the Parish Council had any plans for the forthcoming Tour de Yorkshire which is to take place on Thursday 3rd May 2018. Although no plans had been agreed at this time, this item will be discussed later in the Agenda. The two Parish Schools will be taking part but as yet no plans have been finalised but would like to support and suggestions.

Parking on the Village Green. It would appear that some residents, new to the Parish, are parking their vehicles on the Village Green. This matter is to be placed on the February meeting.

The Chairman will open the meeting

005 TO RECEIVE CHAIRMAN'S REPORT

Christmas Trees & Lights – were a great success. The trees have now been removed, lights repaired and stored in the Village Hall.

Military Headstones – in the Cemetery and Churchyard have been cleaned.

The Portakabin Changing Rooms – is now in situ and all those who have worked towards this were thanked.

The Chairman thanked members and residents for any works they have carried out on behalf of the Parish.

006 TO RECEIVE CLERK'S REPORT

Instructions for installation of the portacabin have been passed to Roy-Al.

Details of a Casual Vacancy have been forwarded to ERYC and necessary steps will now be taken to fill that vacancy.

The Notice Board Company have been contacted and promised that the Notice Board can be expected towards the end of January.

Richard Mann reported that there was mole activity in the Cemetery and permission was given for him to deal with this ongoing problem.

Christmas Trees have been removed, festive lights stored in the Village Hall and the fencing taken away and stored by Keith Fillingham.

A seminar is to take place in Goole and other areas by ERNLLCA regarding the new General Data Protection Regulations which come into place in Spring.

A webinar has taken place concerning the reviewed Audit procedure from 2018.

Paths gritted during severe weather are:- Paths to doors of bungalows on Holmfield & Bell Lane. High Street, Chapel Lane, Riverside, including steps to river. Bell Lane, Graveyard, The Green, Station Road School and play area. Village Hall car park, path to doctors surgery, Stocks Drive and main road to school both sides of the road.

007 TO CONSIDER AND ACT UPON CORRESPONDENCE IF NECESSARY

ERYC Chairman's Award – Nominations for the Chairman's Awards 2018 are requested by 31st January 2018.

RESOLVED – that Rawcliffe Rubbish Ridders should be nominated for this award before the 31st January.

ERYC – Village Taskforce/Walkabout – Satisfaction Survey 2017/18

Joint Local Access Forum meeting, Wednesday 13th December 2017.

PSCO Anderson reports a stolen transit van on 4/5 December.

Aldborough Parish Council – give notice of a meeting they are holding on 18th January 2018 concerning planning applications.

Signed Date

ERYC Library Services – give a timetable of days and dates during 2018 when the Mobile Library will visit Rawcliffe.

ERYC Draft Sustainability Appraisal Scoping Report – Consultation. Response required.

ERYC Bridge Closure – Mike Ball, Principle Engineer informs the Parish Council that because of public safety the River Bridge will have to stay closed until the end of January.

Chairman of ERYC forwarded Christmas Greetings to the Parish Council.

Rawcliffe & Rawcliffe Bridge Schools – a request from the head of both schools to sponsor a butterfly to commemorate ‘Holocaust Memorial Day’ Rawcliffe Parish Council sponsored £10 for a large butterfly.

ERNLLCA inform the Parish Council of an interactive webinar on Tuesday 23rd January to give further information regarding the new Annual Governance and Accountability Returns and Exception Certificates.

Northern Powergrid wish to support vulnerable customers and communities.

Environment Agency – have forwarded information regarding tree works in January 2017 to reduce the likelihood of flooding by ensuring that all rivers etc., are free from fallen trees.

ERYC Remarkable East Yorkshire Tourism Awards 2018 – nominations are now open for businesses in our area

Repower – Drax Power hold Public Exhibitions from January 16th to February 27th 2018.

Information Commissioner’s Office – latest news

Local Council Public Advisory Service – offers help with the new GDPR and new legislation in the UK.

ERYC Name & Numbering - would like to receive submission of names for future developments.

Neighbourhood Watch – Maureen Yates of ERYC proposes a meeting to introduce and discuss a new initiative Community Led Crime Action Planning. It is suggested a meeting should be arranged in February/March.

Mike Ball ERYC Principal Engineer – explains that work is continuing to determine what weight of vehicles can safely cross the bridge that spans the Dutch River at Rawcliffe Bridge. The procedure is taking longer to complete and it would cause the bridge to remain closed until late February.

Plunkett Foundation – wish to raise awareness within Town & Parish Councils of the potential benefits of community co-operatives.

008 TO CONSIDER AND APPROVE APPLICATIONS FOR MEMORIAL IN RAWCLIFFE CEMETERY

Application for Permission to erect in Rawcliffe Cemetery a memorial to the memory of Francis Sykes.
RESOLVED – that permission be granted.

009 TO CONSIDER PLANNING APPLICATIONS/PLANNING DECISION/INFORMATION

RESOLVED *That this council utilises its powers under the Local Government Act 1972, section 101, to devolve to the Clerk the authority to make decisions on planning applications where:*

(1) The application falls between meetings and it is not possible to obtain from the Planning Authority an extension of time to consider the matter; and

(2) The Chairman is unavailable to convene an extra-ordinary meeting.

In both circumstances the Clerk shall have authority to respond on the Council’s behalf, taking into account the Local Plan; the content of any planning policies; community plan or neighbourhood plan adopted by the council; and precedent.

This authority will not apply to applications where there are known objections by neighbours; multiple housing development; and new land allocations.

This policy will be reviewed at each Annual Council Meeting.

17/04012/PLF – Construction of a Juliet balcony to rear of 29 Riverside, Rawcliffe.. Members were notified and no objection was received. Consultee comments of No Comment was forwarded to ERYC.

Signed Date

a) Notice of Applications

17/03766/PLF – erection of garden room with store following demolition of existing barn (revised scheme of 11/00739/PLF) Ellercourt, Snaith Road, Rawcliffe.

17/03912/TPO – TPO Rawcliffe No.2 – 26 Manor Fields, Rawcliffe. Fell Sycamore

18/00015/PLF – Alterations to existing canopy structure and installation of 3 rooflights to existing outbuilding. 13 Chapel Lane, Rawcliffe.

No adverse comments were recorded.

b) Notice of Decision

17/03912/TPO – Fell dead Sycamore Tree, 26 Manor Fields, Rawcliffe. APPROVED

17/03249/PLF – Retention of balcony to rear and detached summer/garden room at 5 Snaith Road, Rawcliffe. APPROVED

17/02857/PLF – siting of portacabin to be used as changing room at Rawcliffe Bridge Play Area, Bridge Lane, Rawcliffe Bridge. APPROVED

17/03528/PLF – Erection of single storey extension to side. 10 Charter Avenue, Rawcliffe. APPROVED

17/03804/PLF – Erection of single storey extension to rear following removal of existing conservatory (Revised Scheme of 17/01463/PLF) 55 the Green, Rawcliffe. APPROVED

17/03334/PLF – Erection of detached outbuilding to rear. The Old Free School, 88 High Street. Rawcliffe. APPROVED

17/03766/PLF – erection of a garden room with store following demolition of existing barn. Ellercourt, Snaith Road.. APPROVED

17/03832/PLF – Installation of replacement windows and doors to front. 11 The Green, Rawcliffe. APPROVED.

17/04012/PLF – construction of a Juliet balcony to rear of 29 Riverside, Rawcliffe. APPROVED

010 TO RECEIVE AN UP TO DATE REPORT ON THE PLAY N SK8 PARK & TO DISCUSS RAWCLIFFE BRIDGE PLAYING FIELD AND TO DISCUSS AND RECOMMEND APPROVAL OF ANY WORKS FOUND NECESSARY & TO DISCUSS THE FLOODING OF THE PLAYING FIELD AT RAWCLIFFE BRIDGE

a. The monthly inspection of the play areas in Rawcliffe and Rawcliffe Bridge has been carried out and the report received by the Clerk.

b. A weekly ‘walk through’ visual inspection has taken place for Insurance purposes.

The Annual Inspection of Rawcliffe and Rawcliffe Bridge Play areas has taken place. A full report has been circulated to all Parish Councillors and to Adam Thompson, who maintains and repairs the play areas.

Ward Councillor Caroline Fox reports that she has been speaking to an officer regarding the flooding issue on Rawcliffe Bridge Football Field and has asked the officer to make it a priority in the new financial year.

Councillor Taylor reminded members of the history of the field and the poor drainage and the fall of the land.

RESOLVED – that as drainage of the Playing Field is the responsibility of the Tenant, Rawcliffe Parish Council it was agreed to contact a drainage contractor, ask for an appraisal of the situation and invite the contractor to attend the February meeting when this issue would be discussed and a decision made to progress the matter.

011 TO DISCUSS AND SET THE DAY AND TIME OF PARISH COUNCIL MEETINGS 2018
RESOLVED – after a vote by show of hands that Rawcliffe Parish Council will continue to use the Gospel Hall for their Parish Council meetings and these meetings will take place on Thursday.

Signed Date

012 TO OPEN TENDERS AND DISCUSS THE CONTRACT REGARDING GRASS CUTTING IN THE PARISH (RB)

ERYC ask Rawcliffe Parish Council if they wish ERYC to continue to provide the Parish Council with a grass mowing service of Ridding Lane Play Park, Rawcliffe in the sum of 563.97 + VAT for the 2018 Season and Rawcliffe Bridge Playing Field in the sum of 1,217.34 + VAT for the 2018 Season. If confirmation has not been received by 17th February 2018 then ERYC will assume that the Parish Council no longer wish to continue with the services of ERYC.

RESOLVED – that Rawcliffe Parish Council wish to continue with the contract for ERYC to carry out grass mowing services on Ridding Lane Play Park, Rawcliffe and Rawcliffe Bridge Playing Field.

Tenders have been received for grass mowing services in the Parish of Rawcliffe for the 2018 season.

1. George Fillingham
2. Airmyn Landscapes
3. Hargreaves Industrial Services

Quotations (in no particular order) received were in the sum of:-

- a. £11,480.00
- b. £8,200.00
- c. £10,874.08

RESOLVED – that the successful Tender was George Fillingham who will be notified. It must be stressed that the cutting of the Cemetery must be first priority on or close to 1st March.

013 TO RECEIVE A REPORT AND DECIDE UPON REFURBISHMENT OF THE NOTICE BOARD AT RAWCLIFFE BRIDGE SCHOOL

A report was received regarding the condition of the Notice Board within the grounds of Rawcliffe Bridge School. The Notice Board frame is sound but the backing board needs replacing with a waterproof material, new door need to be fitted with Perspex for safety. These door frames to be painted blue in keeping with the main frame. The notice board is being used and repair would be beneficial.

RESOLVED – that the notice board should be repaired as per the report for the sum of £460 + VAT. All members were in agreement.

014 TO RECEIVE AND DISCUSS A REPORT REGARDING TRANSPORTATION FOR RAWCLIFFE BRIDGE & PROPOSED BUS STOP FOR SNAITH ROAD, RAWCLIFFE

Debbie McGurn, Public Transport Officer states that poles and a bus stop sign will be installed as soon as possible outside Ellercourt Farm. A bus shelter could be erected on site but ERYC suggest the occupants of Ellercourt should be informed of the Parish Council's wishes.

RESOLVED – that a single pole with a bus stop 'flag' will be requested for this site until further notice.

Rawcliffe Bridge Bus Service -Chris Mottershaw, Transport Commissioning Manager – informs the Parish Council on the arrangements for a bus service to replace East Yorkshire's service 888. The Service will end on Saturday 3rd February 2018. From Monday 5th February 2018 ERYC will be funding a Monday, Wednesday & Friday service between Rawcliffe Bridge and Goole via Rawcliffe.

015 TO DISCUSS STREET NAMES FOR FUTURE DEVELOPMENTS IN THE PARISH

ERYC Name Bank – Street Name and Numbering would like to receive an updated list of names it feels would be appropriate as street names for future development.

Several names were mentioned including the recognition of Calder Grove which is now part of High Street. Clement Close, Warping Warren, names in recognition of the breweries in the Parish in earlier times. These ideas will be passed on to ERYC.

Signed Date

016 TO RECEIVE REPORT REGARDING THE NEW DATA PROTECTION REQUIREMENTS – MAY 2018

SLCC confirm that new legislation concerning Data Protection requirements will come into effect May 2018. All information will be provided by SLCC together with Advisory Training Sessions. One Session will take place on 28th February 2018 in Central London. A session is to take place in Goole on 19th February 2018. The Clerk will attend.

017 TO DISCUSS AND COMMENT ON THE REPORT REGARDING RAWCLIFFE WAR MEMORIAL

A survey has been completed by Historic England on the War Memorial in Rawcliffe. Rawcliffe War Memorial has been given the status of Listed Grade II

RESOLVED – that the War Memorial will be refurbished for November 2018 and links relating to these works will be investigated and information collated for the February meeting.

018 TO DISCUSS IDEAS RELATING TO THE TOUR DE YORKSHIRE AS IT PASSES THROUGH RAWCLIFFE

Councillor M. McKenna has forwarded information to Jillian Arnold

A meeting is taking place in the Shire Hall, Howden on February 7th when their participation will be discussed. www.eventbrite.co.uk

This subject will appear on the February Agenda but in the meantime, it was stated that bunting will be erected the length of the red wall, residents of High Street/Village Green may participate. School children could line the side of the Village Green with flags. Other ideas will be forthcoming.

Proposed Cycle Path – The Parish of Rawcliffe has been designated as a village which would benefit from the inclusion of a cycle path. Trials show fewer accidents take place where such paths have been installed.

Councillor M. McKenna outlined the works proposed which, if agreed would commence in April 2018.

RESOLVED – it was proposed and seconded and agreed by show of hands 7 in favour, 1 abstention that Rawcliffe Parish Council agreed to this work and Councillor M. McKenna would contact ERYC with this information.

019 TO FURTHER DISCUSS THE PROPOSED INSTALLATION OF ‘SMILEY FACE’ SPEED CAMERAS IN THE PARISH

ERYC are to be reminded that Rawcliffe Parish Council asked for ‘Smiley Faces’ as a step towards traffic calming in the Parish. At the time ERYC agreed to this suggestion but stated that there was a long waiting list.

020 TO COLATE INFORMATION FOR THE PARISH NEWSLETTER

The Parish Newsletter will be delivered early in February. On this newsletter there is a ‘tear off’ slip asking residents if they would/would not like the stretch of road from the junction with Goole Road and the old Post Office to become one way.

021 TO RECEIVE REPORTS FROM MEMBERS OF THE COUNCIL ON MEETINGS ATTENDED

Councillor M. McKenna met with a representative from ERYC regarding the consultation about Rawcliffe to Rawcliffe Bridge Cycle Lane Consultation and a report was received.

Festival Committee – asked if the Festival Committee could donate any money to a Charity. Rawcliffe Parish Council stated that this was not the intention of the grant given for the Festival. The theme this year is ‘Through The Ages’

Signed Date

Sandpit Farm – Councillor D. McKenna attended a recent appeal hearing at ERYC concerning the proposed planning for a truck stop on this site. Stephen Hunt, Head of Planning and Development Management thanked Cllr D. McKenna for attending at the Sandpit Public inquiry.

Such a proposition would increase the activity of HGV within the neighbouring Parishes which would not be appreciated. A report and decision are expected within 6 weeks.

Drax Power – do not seem to be holding liaison meetings. The Clerk has been asked to look into this matter as these meetings were invaluable to the surrounding area.

022 TO RECEIVE REPORTS FROM WARD MEMBERS

Ward Councillor Fox asked for letters to be sent to Alan Menzies of ERYC asking for consideration to be given to progress the matter of a new slip road close to the Old Airfield at Pollington.

The footpath from Rawcliffe Bridge to Goole is to be inspected to enable a safe walkway for members of the public.

023 TO DISCUSS AND APPROVE FINANCIAL MATTERS

a. Accounts for Approval

	Invoice Total	Deductible VAT
P.A. Sykes – Clerks expenses January	54.00	
P.A. Sykes – reimbursement for paint for P Gate	36.64	
Chronicle Publications 2 x advertisements for Grass Cutting	272.16	45.36
Rawcliffe Bridge & Rawcliffe Schools – Butterfly Project	10.00	
SLCC Membership	147.00	
BPS mole work in the Cemetery	140.00	
Hargreaves – Grass Cutting 2017	8,160.00	1,360.00
Play Inspection Company – Annual Inspections	156.00	26.00
Henry Jubb – Fixing of Christmas lights at Rawcliffe And Rawcliffe Bridge.	2,896.60	482.77
Dean Nurse x 2 Playground inspections	108.00	
Harry Broadley – Printing of Parish Newsletters	101.00	
Nigel Ramsey – reimbursement of payment for purchased Grave in Rawcliffe Cemetery.	220.00	

All invoices presented for payment were approved.

Payments made under powers specified in Section 4.1 Budgetary Control & Authority to Spend and included in the Financial Regulations (2014)

A. Johnson – Interim internal Audit	190.00	
P.A. Sykes – Clerks expenses October	54.00	
P.A. Sykes – reimbursement for paint for ‘P’ Gate	36.64	
Adam Thompson		
Monthly Play Area Inspections	292.50	
Supply of new swing	166.50	
Repair to swing and chains	58.50	
	517.50	
Lodge Landscapes – 2xChristmas Trees	456.00	76.00
Staff Salary	651.23	
Inland Revenue	71.14	
ERYC 2018/18 Grounds Maintenance Core charges		
Rawcliffe Bridge Playing Fields	717.48 + VAT	
Rawcliffe, Ridding Lane	488.47 + VAT	
	1,447.14	241.19

All invoices presented for payment were approved.

Signed Date

b. To approve Bank Reconciliation for the months of November & December**RESOLVED** that the bank reconciliations were circulated and read and approved by members.**c. To discuss and set the 2018/19 Precept**

The 2018/19 tax base for Rawcliffe Parish is 718.6 Band D equivalent properties. The Precept divided by the tax base determines the amount of council Tax attributable to the Parish Council on a Band D bill. An extension to the deadline of 19th January has been confirmed.

RESOLVED that the Precept to be levied on ERYC for 2018/19 will be Forty Eight Thousand Five Hundred and Eighteen Pounds.**d. To accept and approve the Interim Audit Report****RESOLVED** – that the Interim Audit Report is approved.**d. To receive and approve the quarterly Budget Monitor****RESOLVED** - that the quarterly Budget Monitor is approved.**024 TO CONFIRM THE DATE OF THE NEXT MEETING**

The next Parish Council meeting will take place on Thursday 22nd February 2018 in the Gospel Hall, The Green, Rawcliffe at 7pm.

025 ITEMS TO BE PLACED ON THE AGENDA FOR THE NEXT MEETING OF RAWCLIFFE PARISH COUNCIL

To review Standing Orders, Financial Regulations and Risk Assessment

To discuss the problem of Parking on the Village Green

To report on any suggestions for participation of residents during the Tour de Yorkshire.

To receive the report from Drainage Contractor and decide how to progress the matter on Rawcliffe Bridge Playing Field.

To discuss and implement the requirements of the new Data Protection Act

To discuss the possibility of organizing a Critical Response Unit.

To receive reports regarding the refurbishment of the War Memorial in readiness for the 100 Anniversary which will take place in November 2018.

To discuss the possibility of a slip road in the area of the Old Pollington Airfield and how the Parish Council could progress this matter.

EXCLUSION OF THE PRESS AND PUBLIC FOR THE DURATION OF THIS AGENDA DUE TO THE CONFIDENTIAL BUSINESS TO BE DISCUSSED

026 TO DISCUSS, APPROVE AND ACCEPT STAFF SALARY

Staff Salary – January - £651.43

RESOLVED – that staff salary, as presented, should be paid.**027 TO APPROVE PAYMENTS TO INLAND REVENUE****RESOLVED** - that HMRC commitments are paid per the report submitted to Council

Inland Revenue January £70.94

Signed Date

228 TO CONFIRM PAYMENTS TO NEST PENSIONS

- 15.04.17
- 25.05.17
- 26.06.17
- 25.07.17
- 13.09.17
- 22.09.17
- 26.10.17

All payments as agreed.

029 TO ACCEPT AND APPROVE THE CLERKS TIME SHEETS

Timesheet – Timesheets, as presented for the month of July, August, September & October was signed by the Chairman of the Personnel Committee.

There being no further business the meeting was closed at 9.20pm

Signed Date