

**MINUTES OF THE MEETING
OF RAWCLIFFE PARISH COUNCIL
WHICH TOOK PLACE ON
WEDNESDAY 22nd JUNE 2016
IN RAWCLIFFE VILLAGE HALL, STATION ROAD**

Present: Councillor D. McKenna – Chairman (in the Chair)
Councillor. R. Barker – Vice Chairman
Councillor B. Clark
Councillor M. McKenna
Councillor F.W. Sykes
Councillor P.R. Sykes
Councillor J. Taylor

In Attendance Mrs. P.A. Sykes (Clerk)
3 Residents
Mr. Matthew Wilkinson - ERYC

146 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Ward Councillors Fox and Barrett.

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.

147 TO CONFIRM MINUTES OF THE PARISH COUNCIL MEETINGS

Minutes of the Annual Meeting of Rawcliffe Parish Council held on 25th May 2016
Minutes of the meeting of Rawcliffe Parish Council held on 25th May 2016
Minutes of the Annual Parish Meeting held on 27th April, 2016.

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

148 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 F.W. Sykes declared a pecuniary interest under Items 158,167 and 168.and stated that he would leave the building at the appropriate time

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

149 PUBLIC PARTICIPATION

Any member of the public will be allowed no more than 5 minutes to address members present. Any suitable issues taken from this discussion will be placed on forthcoming Agenda.

RESOLVED proposed and seconded that the Chairman reopen the meeting.

150 TO RECEIVE CHAIRMAN’S REPORT

Complaints have been received from members of Rawcliffe Parish Council, residents and members of the Festival Committee about the lack of attention given to the Playing Field and Children’s Play area at Rawcliffe Bridge.

The Chairman and Clerk have contacted ERYC and their contractors several times and have eventually had the play areas cut. The Clerk has been instructed to write to ERYC and complain about this situation and ask for a schedule of works for cutting in the Parish.

Cemetery Gates – have now been painted to a satisfactory standard.

Manhole opposite Chinese takeaway – has now been made good.

Parish Newsletter – will be circulated at the beginning of July.

Pothole outside Costcutter – requires attention and will be reported to ERYC

151 TO RECEIVE CLERK’S REPORT

The Web Site is almost ready to go live. There are additions to the draft web site i.e. a link to both schools and St. James’ Church and alterations to the details on Sugar Mill Ponds.

Casual Vacancy - ERYC have informed the Parish Council that a request to fill the vacancy by way of an election has not been received within the prescribed time period. Rawcliffe Parish Council may now fill the vacancy by Co-option.

152 TO CONSIDER AND ACT UPON CORRESPONDENCE IF NECESSARY

Humberside Police – Update for June 2016, Snaith, Rawcliffe, Airmyn & Marshlands, Update for June 2016, Goole Wards.

ERNLLCA – May newsletter.

Humberside Police – state that any request for Speed Camera Signs should be redirected to the Road Safety Partnership within ERYC. The Clerk has been instructed to write to the Safer Communities Team within ERYC for their help.

Drax Power Station – informed the Parish Council of testing of safety valves on 6th May 2016.

ERYC inform the Parish Council of a pre-consultation Briefing on 20th June 2016.

ERNLLCA – ask for nominations for NALC Star Councils Award.

Mrs. Irene Fletcher, Holmfield has asked for permission to place a bench on the Village Green in memory of her brother. The bench has already been purchased. It was agreed that two members of the Parish Council should inspect this bench to ensure it is suitable for erection on the Village Green.

An invitation has been received from Snaith & Cowick Town Council for the Chairman and Guest of Rawcliffe Parish Council to attend the Mayoral Civic Service in Snaith on 17th July 2016.

Katie Stork, Assistant Engineer, Traffic & Parking ERYC – states that ERYC cannot provide or allow speed camera warning signs as this is not a speed camera route, by installing the signs at a site where there isn’t enforcement devalues those sites which do.

Supported Bus Service Pre-Consultation Briefing has taken place with ERYC. Ward Councillor Barrett has forwarded information concerning the future of Bus Service 88. It has been noted that the Service 88 appears to be underused by students and residents.

153 TO CONSIDER AND APPROVE APPLICATIONS FOR MEMORIAL IN RAWCLIFFE CEMETERY

There were no applications for memorials.

154 TO CONSIDER PLANNING APPLICATIONS/PLANNING DECISION/INFORMATION

a) **Notice of Applications** - none

b) **Notice of Decision** – none

- 155 TO RECEIVE AN UP TO DATE REPORT ON THE PLAY N SK8 PARK & TO DISCUSS RAWCLIFFE BRIDGE PLAYING FIELD AND CHANGING FACILITIES - (visit)**
a. The monthly inspection of the play areas in Rawcliffe and Rawcliffe Bridge have been carried out and the report received by the Clerk.
b. A weekly ‘walk through’ inspection is taking place for Insurance purposes. Mr. J. Morris reported that there was a 2ft deep and wide hole close to the children’s playground area. The gate had been secured so no one could enter. Later in the day ERYC attended the site and made good the hole. The Clerk has been instructed to contact Roy-Al Builders and ask for a quotation to make good the roof of the present changing facility.
- 156 TO RECEIVE REPORTS FROM MEMBERS OF THE COUNCIL ON MEETINGS ATTENDED**
The Clerk has recently attended a Planning Meeting which outlined the change in policies in the near future.
- 157 TO DISCUSS THE RAWCLIFFE CRUSADERS FOOTBALL CLUB LEASE – (visit)**
Matthew Wilkinson of ERYC attended the meeting and answered questions and queries from members present regarding Rawcliffe Parish Council becoming the Guarantor for the proposed Lease of land from ERYC to the Rawcliffe Crusaders Football Club.
Mr. & Mrs. Taggart were also present and confirmed their commitment to this club.
RESOLVED proposed and seconded that Rawcliffe Parish Council has agreed to become Guarantor for the lifetime of the proposed Lease.
THE ‘P’ GATE – this matter is now in the hands of ERYC Building Surveyors Department.
- 158 TO DISCUSS THE PURCHASE AND PAYMENT OF THE PARISH COMPUTER Business Debit Card** – To ease purchase and payment of equipment necessary for the running of the Parish Council it is suggested and confirmed by ERNLLCA that Rawcliffe Parish Council could apply for a Business Debit Card on the Current Account.
After a lengthy discussion a decision was made regarding the application for a Business Debit Card. Cheques will still be used as the preferred method of payment and will be signed by two Parish Councillors and the Business Debit Card will be used, if necessary, by the Clerk only and will be securely retained by the Parish Clerk.
RESOLVED – proposed and seconded that the application form for a Business Debit Card for Rawcliffe Parish Council with the Clerk as cardholder will be signed and forwarded to the bank. A show of hands confirmed 5 members in favour and Councillor R. Barker stated that he definitely was not in favour of this action.
- 159 TO DISCUSS AND REPORT THE CONDITION OF THE TREES ON THE VILLAGE GREEN (DMcK)**
RESOLVED – proposed and seconded that ERYC Tree/Conservation Department will be contacted and asked to visit the Parish and inspect the trees on the Village Green
- 160 TO REPORT ON PARKING ON THE VILLAGE GREEN RESULTING FROM CORRESPONDENCE FROM THE PARISH COUNCIL TO RESIDENTS (DMcK)**
At this moment in time there appears to be no problems with vehicles habitual parking on the Village Green.

- 161 TO REVISE THE STANDING ORDERS & FINANCIAL REGULATIONS (PAS)**

Signed Date

RESOLVED – that the Financial Regulations will be updated following the decision to allow the Clerk to apply for a Business Debit Card

Standing Orders will be updated following the change of the times of meetings of Rawcliffe Parish Council.

162 TO RECEIVE REPORTS FROM WARD MEMBERS

Both Ward members have forwarded their apologies.

163 TO DISCUSS AND APPROVE FINANCIAL MATTERS

a. Accounts for Approval

	Invoice Total	Deductible VAT
Smiths of Derby – Service to the Parish Clock	268.80	44.80
Insurance – Rawcliffe Festival	1,108.80	
Rawcliffe Village Hall – Hire of Room 3	9.50	
Harry Broadley & Sons – Newsletter	92.00	
P.R. Sykes – Reimbursement for paint for Cemetery Gates	55.98	11.20
Derek White – Preparing and painting Cemetery Gates	90.00	
Adam Thompson – Monthly playground inspections x 3	292.50	
Viking – Stationery & Stamps	111.94	

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

RESOLVED all invoices received were approved for payment

Bank Reconciliation for the month of May has been circulated to all members and approved.

164 TO CONFIRM THE DATE OF THE NEXT MEETING

The next meeting of Rawcliffe Parish Council will take place on Wednesday 27th July 2016 in Rawcliffe Village Hall at 7.00pm

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

To discuss the applications to fill the Casual Vacancy

To receive report regarding the Churchyard Paths (DMcK)

To decide upon the laying of concrete strips in the extension to Rawcliffe Cemetery (PRS)

To discuss the possibility of providing further notice boards (DMcK)

To decide upon the provision of a Litter Bin at Papermill Road (DMcK)

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

166 TO DISCUSS AND FINALISE THE GRATUITY AND PENSION SCHEME

The Chairman reported that the Gratuity for the Parish Clerk has been resolved.

The Chairman handed to Councillor P.R. Sykes all documentation regarding the Pension for the Parish Clerk.

The guidelines for appraisal for the Parish Clerk have been handed to Councillor P.R. Sykes and will be discussed during the July meeting.

Signed Date

167 DISCUSS, APPROVE AND ACCEPT STAFF SALARY
Staff Salary £618.75
RESOLVED – that the invoice for staff salary and expenses, as presented, should be paid.

168 TO APPROVE PAYMENTS TO INLAND REVENUE
RESOLVED - that HMRC commitments are paid per the report submitted to Council.
Inland Revenue £110.67
RESOLVED – that the payment to Inland Revenue should be paid.

There being no further business the meeting was closed at 8.25pm

Signed Date