

**MINUTES OF THE MEETING
OF RAWCLIFFE PARISH COUNCIL
WHICH TOOK PLACE ON
WEDNESDAY 28th SEPTEMBER 2016
At 7.00pm
IN RAWCLIFFE VILLAGE HALL, STATION ROAD**

Present: Councillor D. McKenna – Chairman (in the Chair)
Councillor. R. Barker – Vice Chairman
Councillor B. Clark
Councillor A. Handley
Councillor M. McKenna
Councillor P.R. Sykes
Councillor J. Taylor
Councillor S. Wade

In Attendance Mrs. P.A. Sykes (Clerk)
Ward Councillor C. Fox
Ward Councillor J. Barrett

The successful applicant to fill the casual vacancy on Rawcliffe Parish Council by co-option is Mrs. Shona Wade. Mrs Wade signed the Declaration of Acceptance of Office before the start of the meeting.

The Chairman welcomed Councillor Wade to Rawcliffe Parish Council.

203 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies were received from Councillor Francis Sykes

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.

204 TO CONFIRM MINUTES OF THE PARISH COUNCIL MEETING

Minutes of the meeting of Rawcliffe Parish Council held on 27th July & 17th August 2016

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

205 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 D. McKenna declared an interest under Item 218 Maintenance of trees of the Village Green.

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

206 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.

There was no public participation.

RESOLVED proposed and seconded that the Chairman reopen the meeting.

207 TO RECEIVE CHAIRMAN’S REPORT

Community Speedwatch are looking into speeding within the Parish.

Cepac – Chairman has reported to the Transport section of Cepac an incident where one of their lorries ‘tailgated’ his vehicle on Goole Road and overtook on the wrong side of the island at the entrance to Hall Gardens.

Chinese takeaway & twitchill – are being investigated and a report will be available in the near future.

Sear at the end of the long brick wall – a resident has shown concern that this seat is broken. This is to be removed in the short term. A replacement bench made from recycled material is being investigated.

Coping to long brick wall entering the village – investigations are being made as to the ownership of this wall and the possible repair.

‘P’ Gate – a representative for ERYC is to visit the site and advise on any progress and plan of action.

Garry Green’s Memorial Seat – is to be replaced with the one donated by the Parish Council on 29th September 2016.

208 TO RECEIVE CLERK’S REPORT

ERYC – have cut back the trees which were overhanging the new Zebra Crossing.

An e-mail was sent to **North Yorkshire Planning Authority** regarding application number NY/2015/0313/FUL. The objection from Rawcliffe Parish Council is because of the increased traffic through the Parish, speed of HGV and the increased noise and pollution through the Parish.

Memorial Seat – steps have been taken to make sure this seat kindly donated by a resident is correctly sited and fixed.

NEST Pension Trust have informed the Clerk and the Parish Council that the scheme for Rawcliffe Parish Council commenced on 27th August, 2016.

A poster outlining the instructions following a collapse will be displayed on the Parish Notice Boards.

Field Lane – A request has been made by a resident for Rawcliffe Parish Council to supply a bag of limestone for the surface of the lane. Historically, Rawcliffe Parish Council has supplied limestone and the residents now level it themselves. Councillor Wade was looking into the cost of limestone. A vote was taken and 2 members were in favour of purchasing the limestone, 5 were against the proposal. The residents of Field Lane are to be informed of the decision.

209 TO CONSIDER AND ACT UPON CORRESPONDENCE IF NECESSARY

ERYC – Review of Contracted Supported Bus Services

ERYC – Temporary Road Closure at Snaith Road Level Crossing, Rawcliffe on 22nd August 2016.

ERYC – Play and Sports Officer has forwarded a booking form for the Playground Area Inspection Course which is to take place in Withernsea on 11th & 12th October 2016. The question was asked about the content of this Course.

ERYC – Final Draft of ERYC Rural Strategy.

ERYC – Animal Warden states that the ‘Clean up after your dog’ signs are not up to standard and a revised batch will be forwarded to the Parish Council when approved.

ERYC - Early Years & Family Support are publicising their Parent Childcare Survey to all parents.

ERYC Festival Director is offering tickets for the Beverley Literature Festival.

Signed Date

ERNLLCA – Invitation to send appropriate venues for further training.

ERNLLCA – Invitation to attend the AGM which will take place at the Hallmark Hotel, Hull on Thursday 15th September 2016. Councillor McKenna has indicated he will attend this meeting.

ERNLLCA – Notice of the 2016 Conference which is to take place on Friday 18th November 2016 at the Village Hotel, Hull from 9.00am to 4.30pm. Councillor D. McKenna will be attending this venue.

ERNLLCA – Notice has been given of an announcement by Government of Council Tax Referendum Principles. This e-mail was sent to this area in error but the Clerk has asked for model documents which will be discussed in the October meeting.

ERNLLCA – August newsletter

ERNLLCA – are offering a single evening training session on Grievance and Disciplinary Matters. The session to take place in Rawcliffe is 15th November 2016 at the Courtyard, Goole. Councillor D. McKenna, Councillor P.R. Sykes and the Clerk will be attending this session.

ERNLLCA – ask whether or not the Parish Council has adopted the model protocol for the handling of complaints by members of the public about the Council or one of its services or a similar document.

Northern Powergrid - have forwarded a Certificate of unmetered supplies for the Festive lighting at Rawcliffe Village Green, Rawcliffe.

Goole Fields 1 Fund Panel – have invited representatives of the Parish Council to attend their first Annual Review Meeting of the Goole Fields 1 Wind Farm Community Fund. Councillors D. McKenna and Councillor R. Barker attend the meeting.

Public Spaces Protection Orders – As from 1st September 2016, Dog Control Orders will be replaced by Public Spaces Protection Orders created under the Anti-social Behaviour, Crime and Policing Act 2014. New stickers have been ordered for the Parish of Rawcliffe in order to change the present signage.

Snaith & Cowick Town Council invite the Chair of the Council or representative to an inaugural meeting of the Cross-Border Liaison Meeting which is to take place on Friday 14th October 2016.

Hull City of Culture – Any information regarding a programme of events within the Parish should be forwarded to Ward Councillor John Barrett.

Rawcliffe Primary PTFA – requests permission to hold an event, similar to last year, on the Village Green during the switch on of the Christmas Lights. It was agreed that this would be acceptable.

Hull City of Culture – a booklet has been received for the January-March Season. Councillor Wade is to forward the activities of Sugar Mill Pond to Ward Councillor Barrett for inclusion in any literature. The Festival Committee are also to be advised to advertise the Festival 2017.

SLCC – have forwarded a poster outlining the instructions to use a defibrillator.

ALCC – give notice of the Inaugural Meeting on 15th October 2016.

210 **TO CONSIDER AND APPROVE APPLICATIONS FOR MEMORIAL IN RAWCLIFFE CEMETERY**

Thorne Memorial Works ask permission to erect a black granite vase to the memory of Rose Taylor in Rawcliffe Cemetery.

J.W. Myers, Monumental Masons ask permission to add an additional inscription to the Taylor memorial in Rawcliffe Cemetery

No objection was given to these applications.

A complaint has been made that soil has been ‘dumped’ in the Cemetery dyke. This matter has now been resolved and undertakers will be informed that spare soil may only be placed on the part of the covered dyke which is in need of levelling.

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Councillor P.R. Sykes stated that the shrubs and grass were in need of attention and the dyke now needs digging out. It was decided that Community Payback should be involved in this project and the Chairman is to look into this matter.

Signed Date

Tru-Green are to be contacted and asked if the hedge could be cut before the end of this year's contract.

211 TO CONSIDER PLANNING APPLICATIONS/PLANNING DECISION/INFORMATION

a) Notice of Applications

16/02067/PLF -Retention of conservatory to rear, brick boundary wall to front of dwelling and continued use of garage as living accommodation (Amended Description and additional plans) at 4 Riverside Court, Rawcliffe – as the previous application received No Objection the same reply was given to this application.

RESOLVED – No objection was given

16/02895/PLF – Erection of detached garage following demolition of existing garage at West Pasture Farm, Dobella Lane, Rawcliffe.

RESOLVED – No objection was given

16/02460/OUT – Erection of 10 Dwellings with associated access and parking (access and layout to be considered) at Land west of 18 Riverside, Rawcliffe.

RESOLVED – after a great deal of discussion it was decided that no objection was to be made to this application. However, comments should be made regarding the expected increase in parking, the visibility splay and possible contamination of the land.

16/02991/PLF – Change of use of public house to 3 self contained flats and existing storage area into an annexe in connection with existing dwelling and associated internal and external alterations. Royal Oak, West End, Rawcliffe.

RESOLVED – no objection was given to this application but comments should be made regarding the extra parking expected.

b) Notice of Decision

16/02488/PLF – Erection of single storey extension at West Pasture Farm, Dobella Lane, Rawcliffe.
APPROVED

16/02067/PLF – Retention of conservatory to rear, brick boundary wall to front of 4 Riverside Court, Rawcliffe. **APPROVED**

c) TPO RAWCLIFFE – Beech: crown reduce back to boundary due to overhanging and shading at The Oaks, 26 Hall Gardens, Rawcliffe.

d) STREET NAME & NUMBERING - inform the Parish Council that from the Mill Lane Crossing to Snaith Road is to be re-named Mill Lane North.

212 TO RECEIVE AN UP TO DATE REPORT ON THE PLAY N SK8 PARK & TO DISCUSS RAWCLIFFE BRIDGE PLAYING FIELD

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.

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

Councillor D. McKenna attended the Green Team AGM and found the presentation most informative.

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214 TO RECEIVE DISCUSS & DECIDE UPON APPLICATIONS FOR GRANTS

Rawcliffe Festival Committee:

Have requested a grant to help them run the Festival 2017. No accounts were available because the treasurer is on annual leave. However, accounts will be available immediately upon his return.

Signed Date

RESOLVED – that this application is to be deferred for a maximum of 3 months until a balance sheet is available

Rawcliffe Crusaders Football Club:

A balance sheet was included in their request for a grant.

RESOLVED – that a grant of £3,000 will be given to the Rawcliffe Crusaders Football Club.

215 TO DISCUSS THE MEMORIAL SEAT DONATED TO RAWCLIFFE PARISH COUNCIL

RESOLVED – that the memorial seat which has been donated by Mrs. I. will be sited on the Village Green in the fullness of time.

216 TO RECEIVE REPORT REGARDING THE CHURCHYARD PATHS

The paths to Rawcliffe Church are now complete.

A letter has been received from both Church Wardens of St. James' Church thanking the Parish Council for their kind donation towards the cost of restoring the Brindley pipe organ in St. James' Church and also for the work on the paths across the churchyard and to the Vestry door. Churchwardens state that the work is splendid and that walking on these paths is now much safer benefitting the whole community. It has been noted that there is no wheelchair access to this path. There is wheelchair access by the main path.

The light in the Churchyard is still not working. The Clerk is to contact ERYC for a progress report.

217 TO OPEN TENDERS, DISCUSS AND DECIDE UPON WORK IN CONNECTION WITH TURNING CIRCLE IN RAWCLIFFE CEMETERY CONCRETE STRIPS IN EXTENSION TO RAWCLIFFE CEMETERY

Separate Tender Invitations were placed in the Goole Times Newspapers. Only 1 contractor has forwarded a price for the turning circle and the concrete strips.

RESOLVED:

Turning Circle – This quotation is approved for the sum of £5,495.00 + VAT

Concrete Strips – This quotation is to be queried regarding the foundation and possible reinforcing of the strips. Also it has been decided that instead of two 33m strips down each side of the path, there should be four 17m (approx.) strips down each side. The Contractor is to be asked to clarify these two queries. If the Chairman is then happy with the clarification the work can be approved in the sum of £3,878.00 + VAT.

218 TO DISCUSS MAINTENANCE ON TREES ON THE VILLAGE GREEN

3 Tenders have been received and are as follows:

Contractor A £6,450.00 + VAT

Contractor B £2,800 + VAT

Contractor C £350.00 + VAT per day

RESOLVED – Contractor A is to be asked to carry out the work to the trees on the Village Green for the sum of £6,450.00 + VAT

219 TO DISCUSS SPEEDING ON THORNE ROAD, CHAPEL LANE & TO INVESTIGATE COMMUNITY SPEEDWATCH AND TO DISCUSS THE PETITION RE SPEEDING IN THE PARISH

Signed Date

Several e-mails have been received from a resident of Chapel Lane copies of which have been forwarded by the resident to Ward Councillors Fox and Barrett. The Clerk replied to the resident stating that this matter would be considered during this meeting.

The petition regarding speeding is to be taken to Northalton/ERYC.

Thorne Road – ERYC are to be asked if they would carry out a survey on this stretch of road, perhaps by installing traffic recorders.

After observing Chapel Lane members and several residents agree that it is almost impossible to speed down this lane because of the numbers of parked cars. This lane is so narrow that cars have to be parked partly on the pavement as well as the road to allow other vehicles to use the lane.

220 TO DISCUSS AND CONSIDER WORKS BY COMMUNITY PAYBACK

Chairman is to ask if a litter pick could be carried out from Station Road to Rawcliffe Bridge and also perhaps dig out the dyke in the Cemetery.

221 TO REPORT AND DISCUSS THE STATE OF THE ‘TWITCHILL’ AT THE SIDE OF THE CHINESE TAKE AWAY

222 TO DECIDE UPON THE LAYING OF WREATH AT THE WAR MEMORIAL ON REMEMBRANCE SUNDAY

RESOLVED – that Councillor Robert Barker will lay the wreath at the War Memorial on behalf of Rawcliffe Parish Council on Sunday 13th November 2016.

Wreaths will be purchased from the Royal British Legion.

223 TO DECIDE UPON THE ORDERING OF THE TWO CHRISTMAS TREES, SWITCH ON DATES AND TIMES AND WORKING PARTY

RESOLVED - Two 15ft Christmas Trees are to be ordered for delivery to Rawcliffe Village Green.

Light up times will be – Rawcliffe, Sunday 27th November 2016 at 6pm. Rawcliffe Bridge on Thursday 1st December 2016 at 6pm.

All documentation will be returned to ERYC in time to receive the Festive Lighting Permit.

224 TO DISCUSS THE ROAD SURFACE THROUGHOUT THE PARISH

ERYC inform the Parish Council that the road surfaces throughout the Parish are satisfactory.

It has been noted that there are footpaths causing concern especially outside Costcutter on High Street.

The Clerk has been instructed to contact ERYC and ask them to assess the footpaths with a view to repair.

225 TO DISCUSS THE MEASURES TO BE TAKEN TO ADDRESS THE CONDITION OF THE CAPPING TILES ON THE BRICK WALL APPROACHING THE VILLAGE

RESOLVED – that the Chairman is to investigate ownership of the wall and the possibility of repair.

226 TO RECEIVE REPORTS FROM WARD MEMBERS

A coach is available to transport members of the public to Northalton relating to the planning application due to be heard by Committee at the end of October. A FOI request has been placed for all traffic surveys applicable to this application.

A second Planning Application is due to come on line and should be observed.

The Cross Border Action Group should be commended and supported.

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Should these Planning Applications be approved then Highway England could be contacted regarding routing of HGV's.

Ward Councillor Fox thanked Rawcliffe Parish Council for supporting the Crusaders Football Club.

Signed Date

Ward Councillor Fox stated that she is unhappy with the panel of the Windfarm Committee.

227 TO DISCUSS AND APPROVE FINANCIAL MATTERS

a. Accounts for Approval	Invoice Total	Deductible VAT
Rawcliffe Village Hall – August	9.50	
John Morris – Cleaning of Bus Shelters	90.00	
Chronicle Publications Ltd -Tenders for turning circle and concrete strips in Rawcliffe Cemetery – 2 advertisements @ £172.80	345.60	69.12
Roy & Al Builders Ltd., - Works at St. James’ Church, tarmacking to pathways as per estimate dated 15.05.16	10,080.00	1,680.00

RESOLVED all invoices received were approved for payment

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

c. To approve Bank Reconciliation for July & August 2016

Bank Reconciliation for the month of July & August has been circulated to all members and approved.
RESOLVED – proposed seconded and unanimously approved

228 TO CONFIRM THE DATE OF THE NEXT MEETING

The next Parish Council meeting will take place on Wednesday 26th October 2016 at 7.00pm

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

To discuss and adopt the model protocol for the handling of complaints by members of the public about the Council or one of it’s services or a similar document.
To discuss and adopt the model grievance and disciplinary procedures of the council’s choosing which meet the ACaS requirements.
To discuss and amend the Standing Orders.

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

230 DISCUSS, APPROVE AND ACCEPT STAFF SALARY

Staff Salary £639.75

RESOLVED – that the invoice for staff salary and expenses, as presented, should be paid.

231 TO APPROVE PAYMENTS TO INLAND REVENUE

RESOLVED - that HMRC commitments are paid per the report submitted to Council.

Inland Revenue £75.11

There being no further business the meeting was closed at 9.35pm

Signed Date