

Minutes of Rawcliffe Parish Council held on Wednesday 24 April 2019 at The Gospel Hall, Rawcliffe at 7pm.

Present

Cllr. Anne Handley (in the Chair), Cllr. J. Taylor, Cllr. S. Wade, Cllr. S. Harris, Cllr. T. Thwaite, Cllr. B. Clark and Cllr. R. Cochran. 7 members of the public.

To receive apologies for absence

Cllr. C. Fox (ERYC)

To receive apologies for absence

Approval of Minutes

The Minutes of the meeting held on Wednesday 27 March 2019 having been circulated were taken as a true record of the meeting and signed by the Chairman. Proposed Cllr. R. Cochran seconded Cllr. S. Wade and agreed.

Approval of Annual parish Meeting

The Meeting of the Annual Parish Meeting held on Wednesday 27 March 2019 having been circulated were taken as a true record of the meeting and signed by the Chairman. Proposed Cllr. S. Wade seconded Cllr. R. Cochran and agreed.

To record declarations of interest by any member of the council in respect of the agenda items listed.

None received

To note dispensations, give to any member of the council in respect of the Agenda Items listed below.

None

**The Chairman requested the meeting be closed for public participation. Proposed Cllr. T. Thwaite seconded Cllr. S. Wade and agreed.**

Members of the public raised the following

- Rawcliffe Festival and permissions – Cllr. A Handley advised it was to be discussed later on the agenda.
- Overnight parking on the green – Cllr. A Handley advised it was to be discussed later on the agenda.
- Repairing of the village green due to cars parking and disabled parking – to be placed on the next agenda.
- Rawcliffe United Access issues – Parish Clerk to investigate and advise.
- Various Highways issues – Cllr. A Handley advised it was to be discuss later on the agenda under Street Scene Visit.

**The Chairman requested the meeting be re-opened. Proposed Cllr. T. Thwaite seconded Cllr. S. Wade and agreed.**

### To receive the Parish Clerk's Report

The Parish Clerk advised routine maintenance visits had taken place over the last month to all grit bins in the parish and refilled if required.

The Parish Clerk read an email from Mr S. Kealey requesting the parish council support the Festival for 2019. The parish Clerk advised the council the item must be placed on the next agenda for full discussion however a formal decision on support could be made. Cllr. T. Twaiter proposed supporting the festival as it was a great event for the community seconded Cllr. S. Wade and agreed.

### To receive East Riding Councillors Reports

None received

### Action Log Update

A copy of the action log was circulated to council members prior to the meeting. All completed actions were highlighted to councillors.  
None completed proposals to be forwarded to the next meeting.

### Matters from the Annual Parish Meeting

#### Cemetery Gates – Refurbishment

An email from a resident of Rawcliffe was circulated to council members prior to the meeting. Cllr. J. Taylor proposed the parish council gain quotes for the refurbishment seconded Cllr. T. Thwaite and agreed.

#### Parking on the Village Green – To discuss siting of parking deterrents

Point raised by a member of the public within Public Participation.

The Chairman advised the issue of parking on the green had been researched and quotes had been received. The Parish Clerk advised councillors of the costs received for the siting of bollards on one section of the green. Cllr. T. Twaiter noted the bollards would look unsightly at 1 meter high as recommended by one contractor. Cllr. S. Harris stated he had contacted Brayton Parish Council and they had informed him Burn Fencing had carried out similar work on their behalf. Cllr. T. Thwaite proposed contacting Burn fencing for a quote and if the quote is lower than the Financial Regulation limits to proceed with the order seconded Cllr. R. Cochran and agreed.

Cllrs. requested a 'Polite Notice' leaflet be sent to all properties on the Green advising them of the council's concerns. Proposed Cllr. T. Thwaite seconded Cllr. J. Taylor and agreed.

Cllr. J. Taylor proposed 'One Way System' be placed on the next agenda seconded Cllr. T. Thwaite and agreed.

#### Painting of Street Furniture within the Parish – Benches of Village Green

Cllr. A. Handley advised the 1% club were happy to carry out painting of the benches. Cllr. A. Handley requested the parish clerk contacts ERYC requesting information on what is covered in the Street Scene Program. Noted by council members.

#### Village Signs – Installation of additional Village Signs

The Parish Clerk advised she had spoke to Dave Sach ERYC and he was waiting on the confirmation on sign locations so full approval could be given. Cllrs. S. Wade and Cllr. S. Harris agreed to forward photos of the locations to the Parish Clerk for approval by ERYC. Once approval is granted the signs will be ordered and installed. Noted by council members.

#### Rawcliffe Hall Memorial – Placing of Memorial in Rawcliffe Cemetery

It was agreed to place the agenda point on the next agenda after Cllrs had visited the Cemetery to look at possible location. All councillors to bring thoughts on working for the memorial to the next meeting. Noted by council members.

#### Church Path – Disabled Access

Cllr. S. Harris advised the PCC would be meeting next week to discuss the issue and would report to a future council meeting. A member of the public advised works to clean up areas of the Church yard were taking place. Noted by council members.

#### Tree on the Village Green – Pruning of Tree on Small Green

It was agreed to leave the tree on the small section of the green as it helps to naturally reduce the speed of motorists.

#### Litter Pick Group– Rawcliffe Bridge

An email from a resident was circulated to council members prior to the meeting. Cllr. S. Wade agreed to look at organising a litter pick. Cllr. S. Wade proposed the Parish Clerk order litter pick equipment from ERYC seconded Cllr. S. Harris and agreed.

#### Church Notice Board – Donation of Funds

It was agreed evidence was required of spend prior to the Parish Council making payment for the noticeboard.

#### 2019 May Elections – Information

Cllr. A. Handley advised 8 seats had been filled therefore one further resident was required to have a full council. Cllr. A. Handley noted one application had been received with another individual expressing interest in the role of councillors. It was agreed to have interviews on 8 May 2019. Councillors expressed disappointment in not enough members of the parish showing an interest in the role of councillor.

#### Tour de Yorkshire – Update from Councillors

Cllr. A. Handley gave an update on the artwork been provided by CPAC and pupils of Rawcliffe Primary School. Bunting was given to volunteers. Cllr. T. Thwaite proposed purchasing small waving flags for the school children seconded Cllr. J. Taylor and agreed.

#### Correspondence from East Riding of Yorkshire Council

Temporary Road Closure Order – Rawcliffe Station Road.

Information was circulated to council members prior to the meeting. Noted by council members.

## Correspondence from Residents

### Picnic Benches on the Green

An email from Rawcliffe Pizzeria requesting permission to site a bench and seat on the parish green was circulated to council members prior to the meeting. Cllr. T. Thwaite thought this was a great idea and the parish green should be used more. Cllr. J. Taylor and Cllr. S. Harris expressed concerns regarding grass cutting and litter on the green. Cllr. T. Thwaite proposed allowing the seat and benches on the condition a permission letter be drafted stating Rawcliffe Pizzeria are responsible for the upkeep of the bench as well as all litter associated with the seating area. It was agreed to also include a section within the agreement stating the Parish Council at any time could request removal due to litter or anti-social behaviour issues seconded Cllr. S. Wade. Cllr. S. Harris requested a vote. Votes in favour of siting the bench on the village green 4, votes against 2.

### Rubbish Bin – Rawcliffe Cemetery

Photos and an email from a concerned resident regarding the lack of rubbish removal at the Cemetery was circulated to council members. Cllr. J. Taylor advised he had contacted a friend at ERYC and they had agreed to have the rubbish removed the following day. Noted by council members.

### Emergency Plan Update

It was agreed the Parish Clerk update the Emergency Plan. Cllr. J. Taylor provided the clerk with some updated information. Noted by council members.

### Church Yard – Grass Cutting

An email from a concerned resident regarding the removal of grass cuttings was circulated to council members prior to the meeting. It was agreed to speak to the contractor and request grass cuttings are removed from headstones. Noted by council members.

### Rawcliffe Bridge Playing Field Requested Funds

Cllr. A. Handley advised Rawcliffe United Football Club were short of funds for the new drainage due to a VAT oversight. Cllr. T. Thwaite proposed paying the additional cost seconded Cllr. J. Taylor and agreed.

### Update on Street Scene Visit

Information on dates were given to council members. Areas of concern raised within the public participation session including, Church Lane, West End/Bell Lane and Riverside to be added to the list for Jim McGivern's visit. Cllrs to bring a list of concerns to the next meeting.

### ERNLLCA

#### Newsletter

A copy of the newsletter was circulated to council members prior to the meeting. Noted by council members.

### Membership

A cost for annual membership was given to council members. A vote was requested for the renewal of membership. 1 Cllr. Voted in favour of renewal, 5 Cllrs. Voted against renewal.

Town and Parish Council Liaison Meeting

The parish Clerk will attend the event.

To consider and approve applications for memorials in Rawcliffe Cemetery

None

To consider Planning Applications/Decisions/Information

None

To receive an up to date report on the Play n Sk8 Park & Rawcliffe Bridge Playing Field

The monthly inspection

Weekly walk through

The Parish Clerk advised there were no areas on concern. Noted by council members.

Office Equipment

Cllr. A. Handley advised councillors the clerk required a laptop and projector so agendas and plans can be viewed by councillors and public at meetings. Cllr. J. Taylor proposed the purchase of the equipment seconded Cllr. T. Thwaite and agreed.

To discuss and approve financial matters

Made Payable to	Description	Refundable VAT	Total
Yorkshire Water	Water		12.04
Snaith and Cowick Town Council	St George's Day Celebrations		10.00
Media Displays	Large Screen Tour de Yorkshire		1446.00
ERNLLCA	Membership		716.00
ERYC	Commercial Waste Disposal April – October		196.65
ERYC	Commercial Waste Disposal Nov – March		196.65
Gospel Village Hall	Hall Usage		24.00
Bikedock Solutions	Bus Shelter	454.00	2724.00
Ray Thompson and Son	Play Ground Inspections		409.50
D. Nurse	Play Ground		64.00
George Fillingham	Ground Maintenance – Cemetery		718.00
ERYC	Non-Domestic Rates		488.01
V Whiteley	Stationary / Tour de Yorkshire Bunting		129.01

Rawcliffe United	Drainage		751.94
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Proposed Cllr. S. Wade Seconded Cllr. J. Taylor and agreed.

To approve Annual Accounts for Internal Auditors Approval and sign AGAR Forms

A full copy of the AGAR was circulated to council members prior to the meeting. It was agreed the Parish Council sign the Annual Governance Statement.

It was agreed to chairman sign and agree to the accounting statement for 2018/2019.

Online banking and Parish Debit Card

Cllr. S. Wade proposed using Online Banking seconded Cllr. S. Harris – All Councillors voted in favour.

Cllr. S. Wade proposed issuing a Debit Card seconded Cllr. S. Harris – All councillors voted in favour.

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

To confirm the date of the next meeting as Thursday 15 May 2019.

Items to be placed on the next Parish Council Meeting Agenda.

Listed in agenda items above.

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

To discuss Staff Contract of Employment

Cllr. A. Handley advised she had read through the Contract of Employment and was happy to sign. All councillors agreed.

To discuss, approve and accept staff salary including HMRC payments and clerk timesheets

Proposed Cllr. S. Wade seconded Cllr. R. Cochran and agreed.

..... Signature

..... Date