

**MINUTES OF THE MEETING  
OF RAWCLIFFE PARISH COUNCIL  
WHICH TOOK PLACE ON  
WEDNESDAY 27<sup>th</sup> APRIL 2016  
IN RAWCLIFFE VILLAGE HALL, STATION ROAD  
At 7.00pm**

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

In Attendance Mrs. P.A. Sykes (Clerk)  
Ward Councillor Caroline Fox  
Ward Councillor John Barrett  
6 members of the public

**91 TO RECEIVE APOLOGIES FOR ABSENCE**

All members were present, there were no apologies.

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.

**092 TO CONFIRM MINUTES OF THE PARISH COUNCIL MEETING HELD ON WEDNESDAY 23<sup>rd</sup> MARCH 2016**

**RESOLVED** – proposed and seconded that the minutes of Rawcliffe Parish Council meeting held on Wednesday 23<sup>rd</sup> March 2016 were circulated, read, and signed as a true copy.

**093 TO RECORD DECLARATION OF INTEREST**

In accordance with the Code of Conduct which was adopted by Rawcliffe Parish Council on 27<sup>th</sup> June 2012 and amended on 26<sup>th</sup> 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 non-pecuniary interest under Item 102 and a pecuniary interest under Items 114 & 115.and stated that he would leave the building at the appropriate time

Councillor M. McKenna declared a non-pecuniary interest under Item No. 106

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

Signed ..... Date .....

**094 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.

A letter from an officer of ERYC, Engineer, Traffic and Parking commenting on:-

- **Weight Limit** – If the Parish Council considers that the weight limit along The Green & Station Road is being ignored by lorry drivers the Parish Council can write to the hauliers concerned. The Parish Council or residents would have to note the livery markings, times and dates and send them to the Traffic & Parking Department.
- **30mph speed limit** – ERYC will not consider extending the existing 30mph speed limits on Rawcliffe Road, Station Road or Snaith Road.
- **Speed Survey** – A speed survey was undertaken in Rawcliffe in May 2013 when 44 offenders per day were driving over the 35mph benchmark. A further speed survey may be considered for May 2018.
- **Meeting between Rawcliffe Parish Council & ERYC Traffic & Parking** – would only be considered between the hours of 08.00 & 16.00

It has been suggested that Speed Camera Signs could be erected at the entrance to the village. This would give the Police the right to remain undercover in the hope that drivers breaking the speed limit could be warned. Councillor Handley is to give the Clerk a point of contact within ERYC.

Residents pointed out that speeding lorries through the village are causing a nuisance with noise levels especially during unsociable hours and the vibration caused to properties. The Chairman opened the meeting following the above item.

**095 TO RECEIVE CHAIRMAN’S REPORT**

The Chairman delivered his report during the Parish Annual Meeting.

**096 TO RECEIVE CLERK’S REPORT**

**The Web Site** is under construction and is now awaiting the 2015/16 Financial Documentation plus various policies.

**The Beacon** was a huge success and coverage appeared on BBC Look North. Ward Councillor J. Barrett has forwarded pictures and text to the Goole Times.

It was noted that a letter of appreciation should be forwarded to the ‘Beacon Working Party’ who moved the beacon from its resting place on the small Green onto the Village Green and fixed the Beacon securely, prepared the filling and filled the beacon and erected the safety fencing round the beacon and who will, in the fullness of time, repaint the Beacon and move it back to its resting place.

**Dog Warden** has reported that he has issued a Fixed Penalty Notice for £75 in Rawcliffe Bridge.

**097 TO CONSIDER AND ACT UPON CORRESPONDENCE IF NECESSARY**

**ERYC – Orders, Consultation Forms and maps for the proposition to make Public Spaces Protection Orders** in respect of the Parish undertaking a consultation for a period of one month commencing on 1<sup>st</sup> April 2016.

**ERYC Notice of Election** – Police and Crime Commissioner Election for the Humberside Police Area.

**ERYC – Preliminary Draft Community Infrastructure Levy Charging Schedule Consultation**

**ERYC – Notice of the next Joint Forum meeting for the East and North Yorkshire Waterways Partnership** will be held on Wednesday 18<sup>th</sup> May 2016 at the Spa, Bridlington

**Pensions Regulator** – reminds the Council of their compliance due by 2<sup>nd</sup> August 2016

**ERNLLCA** – March Newsletter

Signed ..... Date .....

**ERNLLCA** - Notice of the East Riding District Committee meeting will take place on Wednesday 20<sup>th</sup> April, 2016.

**ERNLLCA**- informs the Parish Council that NALC is keen to receive nominations for the Star Council Awards.

**Came & Co** – Spring Council Matters 2016 Brochure

**ERYC** – state that if the Parish Council wish to take on the maintenance of the two Play Areas then they are free to do so and are not obliged to go through ERYC.

**Drax Power Station** – Notice of the Drax Power Station Consultative Committee which will be held on Wednesday 27<sup>th</sup> April, 2016 @ 10.30am.

**Peter Turner, Chairman of ERYC** – has forwarded an invitation for a Representative and Guest of Rawcliffe Parish Council to attend the service to celebrate the festival of St. John of Beverley at Beverley Minster on Sunday 8<sup>th</sup> May 2016 at 5.30pm.

**ERYC Interim Planning** – Adoption Statement for the Affordable Housing SPD.

**ERYC** – Town/Parish Council Planning Liaison Meeting 2016 at Goole Leisure Centre, Monday 13<sup>th</sup> June 2016 6pm-8pm

**ERYC – Polling Stations** – a letter has been received confirming that there will be one Polling Station in the Parish and that will be in Rawcliffe Village Hall, Station Road, Rawcliffe. An explanation has been given as to why Corporate Resources feel it would be too expensive to have a stand alone Polling Station at Rawcliffe Bridge. It has been noted that ERYC state that this was not the head teacher’s decision. Members were disgusted that there will be no Polling Station in Rawcliffe Bridge. The Clerk has been instructed to contact Andrew Percy MP and representatives of other Political Parties to make them aware. It was also agreed that both head teachers will be invited to come along to a future Parish Council meeting to present to the Parish Council the achievements of their schools throughout the school year. Both Ward Councillors pointed out the financial cuts ERYC are forced to address.

**Humber & Wolds Rural Community Council** – Peter Hirschcliffe would like to come along to a Parish Council meeting to talk about the Health Homes Project and how the project works and how it can make a difference to residents of the Parish. Mr. Hirschcliffe will be invited to attend the May meeting.

**Mr. Harold Mason** has asked for permission to use the part of the Village Green outside the Gospel Hall to hold a tea party for residents with the address The Green. Members agreed to this request.

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

An additional inscription to the Fillingham memorial.

An erection of a memorial to the memory of Linsey Brennan

An erection of a memorial to the memory of Stanley Brown

An erection of a memorial to the memory of Barry Shaw

A replacement of a memorial to the memory of Theresa Leake and Allen Leake (no charge)

**RESOLVED** – no objection was made to the above requests.

The Clerk has recently attended a SLCC full day seminar. One of the speakers gave a presentation regarding developing a Cremated Remains Garden. The Clerk has all details for future information.

**099 TO CONSIDER PLANNING APPLICATIONS/PLANNING DECISION/INFORMATION**

**a) Notice of Applications**

**16/00955/PLF** – Erection of first floor extension to front and side of 2 Riverside Court, Rawcliffe Residents have contacted the Parish Council and East Riding of Yorkshire Council, Planning Department objecting to this planning application.

18/2016

- 4 -

**RESOLVED** – that Rawcliffe Parish Council Strongly Object to this application after listening to the concerns of neighbours and residents and studying the plans submitted.

Signed ..... Date .....

**16/01080/TELCOM** – Installation of radio base station consisting of a 15m high tower supporting 3 antennas, 2 transmission dishes, 2 equipment cabinets, 3 RRU's and ancillary development including a 1.2m post and rail fence to form compound. 23a High Street, Rawcliffe.

During the March Parish Council meeting a pre-application was discussed and it was decided that the Clerk should write to the applicant and state that the members of Rawcliffe Parish Council were not in favour of this mast, especially in the preferred position.

Since that date an official Planning Application has been received from ERYC and the Clerk asked the Case Officer for an extension of the Consultee deadline to enable the comments of the Parish Council to be forwarded to ERYC.

Residents and neighbours were present at the meeting and spoke of their concerns regarding the siting of this mast.

**RESOLVED** – that Rawcliffe Parish Council Strongly Object to the siting of the proposed mast after listening to residents present and studying the plans presented.

**16/01062/PLF** – Erection of a dwelling following demolition of existing workshop. Yorkshire Triumphs Ltd., Bell Lane, Garage rear of 18 Bell Lane, Rawcliffe

**RESOLVED** – that Rawcliffe Parish Council had no comments or objections to this application.

**ERYC** – Town/Parish Council Planning Liaison Meeting 2016 at Goole Leisure Centre, Monday 13<sup>th</sup> June 2016 6pm-8pm

**100 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.

Interest has been received regarding the use of the playing field as a football pitch.

**RESOLVED** – that members would visit the pitch and changing rooms and report back to the May meeting.

**101 TO RECEIVE REPORTS FROM MEMBERS OF THE COUNCIL ON MEETINGS ATTENDED**

The recent Drax Open Day was attended by 3 members of the Parish Council who stated that the visit was worthwhile and most interesting. It was agreed that Drax were very good at monitoring their HGV's through the village.

Two members attended the St. George's Day Celebration in Snaith and attended the recent celebrations in Beverley Minster.

Members attended the recent Croda Liaison Meeting where flooding at Rawcliffe Bridge was discussed and is still a problem, a representative of ERYC is to try and move a solution forward. Hag's in the Parish was discussed and was noted. Capac have addressed this issue with additions to their Hag's to record such incidences.

**102 TO DISCUSS THE WORKS REQUIRED TO THE PATHS IN St. JAMES' CHURCHYARD**

5 Specifications have been forwarded as requested by Contractors following the Public Notice in the Goole Times.

19/2016

- 5 -

**103 TO DISCUSS AND RESOLVE PARKING SIGNAGE AND ISSUES RELATING TO THE VILLAGE GREEN**

The length of post and chain fencing required for the Village Green is 850m.

Signed ..... Date .....

The Clerk has contacted suppliers of chain link and post fencing and the verbal quotations were:-  
75mm square section steel fence posts, with ball finials and standing 0.59m out of ground.

Post link with premium quality matt black powder coated steel chain.

2.0m /starter Kit (2 posts & chain)	164.00
2.0m Straight Extension Kit	98.00
2.0m Corner Fence Extension Kit	98.00

It was agreed that at this moment this would not be the way forward.

**RESOLVED** that the No Parking on the Grass/Village Green should be removed and a letter should be sent to each household with the postal address of High Street and thank them for not parking on the Grass.

**104 TO MEET WITH POLICE AND HIGHWAYS CONCERNING TRAFFIC THROUGH THE PARISH**

**Humberside Police** acknowledge communication dated 31<sup>st</sup> March regarding traffic issues in Rawcliffe Parish.

**ERYC Officers** – will only be available to meet with Parish Council members during office hours between 08.00 and 16.00

**ERYC, Traffic & Parking** – Traffic & Parking Engineer confirms the Weight Limit which is in place between the A614 and the junction of Station Road and Mill Lane near the M62 over bridge and stresses if residents feel this is being abused the correct way forward is to contact the hauliers, the Parish Council should contact ERYC with details of offending vehicles, the livery markings and dates and times. The details should be sent to ERYC or the Parish Council could ask the Police to investigate.

**30mph signs** – ERYC will not consider extending the existing posted 30mph and have indicated their reasoning for this decision.

**Speeding issues through the village** - a 7 day speed survey was undertaken on High Street, Rawcliffe in May 2013 which showed only 44 offenders per day driving over the Police speed enforcement benchmark of 35mph. ERYC will consider surveying High Street again in May 2018.

**105 DISCUSS MOVING OF THE 30MPH SIGNS AND ERECTING ADDITIONAL 40MPH SIGNS**

This agenda item was addressed during agenda item no. 104.

**106 TO RECEIVE SUGGESTIONS AND PLAN A PARISH NEWSLETTER**

A draft of a Parish Council Newsletter was produced and discussed. Members agreed that this would be a welcome addition to the Parish Council's transparency within the community. The Newsletter could be distributed twice a year in the first instance.

**107 TO DISCUSS THE PARISH OF RAWCLIFFE'S STATUS AS HIGH FLOOD RISK – POSSIBLE MEETING WITH ENVIRONMENT AGENCY, DRAINAGE BOARDS, ERYC PLANNING**

No representation from the Environment Agency, Drainage Boards or ERYC Planning was made and this agenda item was not discussed.

20/2016

- 6 -

**108 TO MAKE A DECISION REGARDING THE UPDATING OF THE COMPUTER**

**RESOLVED** that a lap top computer will be purchased for use by the Parish Clerk. The Clerk has been given the task of acquiring a price for the whole of the package which would be required for the Parish Council. The package must be the professional package and be of a high standard.

Signed ..... Date .....

**109 TO DISCUSS THE POSSIBLE LEASE TO RAWCLIFFE CRUSADERS FOOTBALL CLUB**  
 The Draft Lease was circulated to members and in principal members agreed with most aspects of the lease. However, the Clerk has been instructed to raise a query concerning the Termination Clause. **RESOLVED** that the Lease should be approved once the queries have been addressed.

**110 TO RECEIVE REPORTS FROM WARD MEMBERS**  
 Ward members are pleased that Rawcliffe Parish Council has supported Rawcliffe Crusaders. There are still drainage problems at Rawcliffe Bridger. Ward Councillor Fox will contact Paul Copeland ERYC regarding moving the 30mph signs at both ends of the village, a possible 40mph speed sign and the problems with HGV's speeding through the village. A report was given of the ongoing negotiations regarding the planning application from North Yorkshire. Tesco bag grants are now available. Ward members thanked members of the Parish Council for supporting them.

**111 TO DISCUSS AND APPROVE FINANCIAL MATTERS**

<b>a. Accounts for Approval</b>	<b>Invoice Total</b>	<b>Deductible VAT</b>
ERYC – 2 Salt Bins supplied & installed in Rawcliffe	746.40	124.40
Rawcliffe Village Hall – Hire of hall for meetings	15.75	
ERYC – Collection & Disposal of Cemetery waste	267.96	
Npower – Festive Lighting and Standing Charges	122.64	
G. Fillingham & Sons – Erection and removal of Christmas Trees		
Emptying Cemetery Skip, clearing area and levelling		
Old skip area.	414.00	69.00
Came & Co – Insurance Rawcliffe Parish Council 2016/17	1,216.68	
Alan Johnson – Internal Auditor, Audit of Council financial		
Records and submission of Audit Report and completion		
Of Audit Certificate	310.00	
Travel contribution	<u>36.00</u>	346.00
J. Morris – maintenance of bus shelters	90.00	

**b. Payments made under powers specified in Section 4.1 Budgetary Control & Authority to Spend and included in the Financial Regulations (2014)**  
**RESOLVED** – All accounts were passed for payment.

**RESOLVED** – that information given by Came & Co, Insurance Brokers, regarding the insurance cover, quotation and schedule is acceptable to Rawcliffe Parish Council for the year 2016/17 and that best value has been accepted.

**c. To receive, discuss and approve Financial Records for 2015/16, Audit Certificate and Annual Return**

A copy of all Financial Records for 2015/16, the Audit Certificate and a copy of the Annual Return were forwarded to members of Rawcliffe Parish Council for their information and approval.

21/2016

Matters Arising from the Audit Certificate –

D. There is no evidence in the Council minutes to confirm that members had received information to measure progress against budget throughout the year under review.

**RESOLVED** that members will receive budget monitoring along with the quarterly Bank Reconciliation.

Signed ..... Date .....

H.The total of assets as at 31<sup>st</sup> March 2016 must be adjusted to take account of acquisitions made during the year under review.

**RESOLVED** that this adjustment has been made.

The Audit Summary states that the accounts of the Council were well maintained and free from material error. No significant matters arose from the audit that need be drawn to the attention of the Council at this time.

**RESOLVED** – That the Council’s Receipts and Payments Summary were approved and signed by the Chairman and the Responsible Financial Officer

**RESOLVED** - That the Annual Governance Statement was approved and signed by the Chairman and the Responsible Financial Officer.

**RESOLVED** - That the Accounting Statements were approved and signed by the Chairman and the Responsible Financial Officer.

**RESOLVED** - That the Annual Return and accompanying information was approved and will be returned to the appointed Auditor by 15<sup>th</sup> June 2016.

All members of Rawcliffe Parish Council received a copy of all End of Year documentation.

**RESOLVED** – That the Risk Assessment for the year 2016/17 is accepted and signed.

Councillor Taylor thanked the Clerk for producing the Accounts for approval.

**112 TO CONFIRM THE DATE OF THE NEXT MEETING**

**ANNUAL MEETING OF THE COUNCIL** - 7.00pm Wednesday 25<sup>th</sup> May, 2016

**ORDINARY PARISH COUNCIL MEETING** – will follow the Annual Meeting of the Council

**113 ITEMS TO BE PLACED ON THE AGENDA FOR THE MAY MEETING OF RAWCLIFFE PARISH COUNCIL**

To receive a report about the state the site and of the ‘changing facilities’ on Rawcliffe Bridge Playing Field.

To approve the Rawcliffe Crusaders Football Club Lease

To approve and discuss the distribution of the Parish Council Newsletter

To decide upon Speed Camera Signs within the Parish

To discuss possible celebrations for Her Majesty the Queen’s 90<sup>th</sup> Birthday

To finalise details concerning the Clerk’s Gratuity and Pension

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

**114 FURTHER DISCUSSION REGARDING THE CLERK’S GRATUITY & PENSION**

This matter will be discussed during the May Parish Council meeting

**115 DISCUSS, APPROVE AND ACCEPT STAFF SALARY**

Staff Salary	£597.60
--------------	---------

P.A. Sykes – Expenses 1 <sup>st</sup> Quarter	£100.00
---	---------

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

**116 TO APPROVE PAYMENTS TO INLAND REVENUE**

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

Inland Revenue	£59.80
----------------	--------

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

Signed ..... Date .....