

# Lissett and Ulrome Parish Council

## Minutes of Parish Council Meeting on Wednesday 1<sup>st</sup> July 2015 At 7 pm, Rickaby Hall, Ulrome

**Present:** Councillors G Daly (in the Chair), R Watson, K Riddle and A Bailey, P Wilson  
Rupert Douglas, Sustrans  
ERYC Ward Councillor Jane Evison  
Laura Burley, ERYC  
Clerk Libby Woodhouse recorded the Minutes

### 1. Public Participation (15 minutes):

There were no members of the public present.

### 2. To receive apologies for absence:

There were no apologies for absence.

### 3. Declaration of Interests:

- (a) To record declarations of interest by any member of the council in respect of this agenda. Members declaring interests should identify the agenda item and type and nature of interest being declared.
- (b) To note dispensations given to any member of the council in respect of the agenda items listed below.

Councillors Riddle and Watson declared non-pecuniary interest in the Rickaby Hall shed.

### 4. To receive an update from Rupert Douglas, Sustrans, who will attend to discuss the Cycle Route Feasibility Study, to include discussions on the way forward and questions:

The Chairman welcomed Rupert Douglas to the meeting. Mr Douglas apologized for not progressing as planned with the Cycle Report and continued to update the meeting on recent progress, providing an interim report for the Council and answered questions from the Council and representatives from ERYC. Staging dates were agreed by all – 8<sup>th</sup> July 2015 (staging date for part draft), end of July 2015 (first complete draft), end of August following consultations (full complete final draft). Mr Douglas left the meeting. The Council agreed to ask Mr Douglas to amend the report to address points in the project description.

### 5. To approve Minutes of Parish Council Meetings:

- (a) Annual Council Meeting, 20<sup>th</sup> May 2015:
- (b) Parish Council Meeting 20<sup>th</sup> May 2015:
- (c) Parish Council Meeting 3<sup>rd</sup> June 2015:
- (d) Parish Council Meeting 10<sup>th</sup> June 2015:

**RESOLVED:** that the Minutes of these Meetings are approved and signed as a true and correct record.

### 6. To receive the following reports:

- (a) Rickaby Hall Shed – this has been installed including the base. Invoices have been paid and the grant claim form for the ERYC Local Grant Fund has been submitted to claim the grant :
- (b) Dog Control Partnership – this has been scheduled for 6<sup>th</sup> July 2015 – Councillors Daly and Watson are confirmed to attend. Comments were made that dog fouling is bad in both villages:
- (c) Parish Website:
  - Funding details from ERNLLCA are still awaited
  - The Clerk has recovered the ERYC based website
- (d) Date with Forewind – representatives from Forewind to attend the Parish Council meeting of 2<sup>nd</sup> September.
- (e) ERYC Community Partnerships – have been suspended pending a review. Councillor Evison confirmed that it has been recommended to close these.
- (f) Pensions Regulator – contacted a previous Clerk stating that every employer with at least one member of staff must enroll. A nominated contact must be in place by 31<sup>st</sup> May 2015 and the current Clerk's details have been submitted in order to receive any further communications from them.
- (g) Freedom of Information request – was received from a group called "Making Parishes Better Places" (and has been sent to all Parishes) for a copy of an organisation chart detailing the structure of the Council and that the information is published on the homepage of the Council's website. This was referred to ERNLLCA who have advised all Councils that this is being dealt with by NALC and ERNLLCA will be in touch with more information shortly as to whether a response will be required from individual Councils.

**7. To receive an update with regard to Councillor membership of the Parish Council, and to advertise for co-option for the vacancy:**

Notices will be put on the boards to advertise the vacancy. All Declarations of Acceptance and Registers of Interests have been completed and copies sent to ERYC.

**8. Annual Return to 31<sup>st</sup> March 2015:**

**(a) To note that this has been returned by the External Auditor as the wrong section was completed:**

Councillor Bailey will organize for the Internal Audit section to be completed again.

**(b) To approve the new Annual Return Section 1 Accounting Statements 2014/2015, and Section 2 Annual Governance Statement 2014/2015:**

**RESOLVED:** that the new figures in the Annual Return Section 1 Accounting Statements and Section 2 Annual Governance Statement 2014/2015 are approved.

**9. To approve attendance at the ERNLLCA Conference on Friday 23<sup>rd</sup> October 2015 at the Village Hotel, Hull, £85 per delegate (ten places are available for Councils with an electorate of under 2000 at a charge of £42.50.**

No-one wished to attend.

**10. To report on a meeting with ERYC's Andy Harper and Chair Gloria Daly on 17<sup>th</sup> June and approve further planting schemes:**

A planting meeting will be held on 14<sup>th</sup> July at 6 pm to include Rose Fisher and Karen Binks.

**11. To receive an ERYC Briefing Note on applications received by the Lissett Community Windfarm Fund Panel in 2015 and the decisions reached by Members. The next round of applications will open in January 2016. To note that the fund Annual Review Meeting is at Kilham Village Hall on 9<sup>th</sup> July 2015, 6 pm:**

The Chairman and Councillor Bailey will attend.

**12. To discuss Lissett Community Windfarm Trust Target Hardening Security Equipment – to approve referrals for home security equipment (please see emails to Councillors sent on 14<sup>th</sup> June 2015):**

Councillor Evison reported that this had been reviewed. It had been decided that the Police will refer cases to the fund for support. The Parish Council will not need to make any referrals. Councillor Evison left the meeting.

**13. To note/deal correspondence:**

- (a) ERYC Archives – request for any photos of local buildings/features for a photographic record they are collating. Images can be sent to [archives.service@eastriding.gov.uk](mailto:archives.service@eastriding.gov.uk) and include any information relating to the feature.
- (b) ERYC – Code of Conduct Briefing Note with respect to Neighbourhood Plans (emailed to Cllrs 20/5/15).
- (c) ERNLLCA – May's Newsletter (emailed to Cllrs 2/6/15), June's Newsletter (emailed 23/6/15)
- (d) East Riding Parish News – June (emailed to Cllrs 20/6/15)
- (e) ERNLLCA Desktop Advisory Service (emailed to Chair 2/6/15)
- (f) Annual Meeting of Joint Local Access Forum 17<sup>th</sup> June, Burnby Hall, Pocklington (emailed to Cllrs 14/6/15)
- (g) Armed Forces Day 27<sup>th</sup> June 2015 – Beverley's Armed Forces Day is 5<sup>th</sup> July 2015 (emailed to Cllrs 14/6/15)
- (h) ERYC, Forward Planning – East Riding Local Plan Allocations Document further hearings (emailed to Cllrs 14/6)
- (i) Jackie Ward – request for information as to where to source a book called Chronicle of Time – History of Ulrome by J Kenneth Watson – a response was agreed.

**14. Meeting Feedback:**

- (a) Code of Conduct Training – 16<sup>th</sup> June 2015 – Councillors Daly, Riddle and Watson had attended:
- (b) East Riding of Yorkshire Clinical Commissioning Group - 24<sup>th</sup> June 2015 – Cllr Riddle could not attend:
- (c) Electronic Working with the Planning Service – 17<sup>th</sup> June 2015 – to purchase equipment ready for electronic planning – The Chairman and the Clerk had attended.

**RESOLVED:** that the £1000 annual LWFT grant be used to purchase equipment (laptop, projector, screen) ready for electronic planning and that the Clerk obtain prices.

- (d) Clerk – ERNLLCA Induction Session – 24<sup>th</sup> June 2015 – the Clerk had attended as a refresher.
- (e) Councillor Bailey had attended a Windfarm meeting at Bishop Burton college and reported on funding aspects

**15. To consider any planning applications that may be received:**

- (a) **Application Approved – Ref 15/01267 – Erection of two storey extension to rear, conversion of existing garage to additional living accommodation and installation of 3 rooflights, Mount Farm, Main St, Lissett.**
- (b) **Notification of completion of Examining Authority’s examination – Application by National Grid Carbon Ltd for an Order Granting Development Consent for the Yorkshire & Humber CCS Cross Country Pipeline – findings sent to Secretary of State no later than 15<sup>th</sup> August 2015.**

These were noted by the Council.

**16. Finance**

- (a) **To approve Councillor Expenses - none**
- (b) **To approve payment of accounts**

Approval of Clerk’s salary for June 2015

Clifton Timber – shed base	Chq 430	£297 inc VAT
Clifton Timber – shed 2 <sup>nd</sup> instalment supply & install	Chq 14	£340 inc VAT
Mrs E Woodhouse – expenses claim		

Received - £1,000 – 2015 Lissett Community Windfarm Fund.

**17. Date and time of next meeting:**

These had already been agreed for 29<sup>th</sup> July 2015 and 2<sup>nd</sup> September 2015. A planting meeting will be held on 14<sup>th</sup> July.

Signed ..... G Daly ..... Date ..... 5th August 2015 .....

**Councillor G Daly**  
**Chairman, Lissett & Ulrome PC**