



Millington cum Givendale Parish Council

Minutes of the Meeting

Tuesday 16th February at 7:15pm in the Village Hall.

Present: Cllrs Burley (Chair), Brooks, Cargill, Cheney, Francis & Willoughby

In attendance : Mrs Roberts (clerk)

Members of the public : Mrs Lynn Berriman

Public Participation :- Mrs Berriman asked for an update of Millington Wood & access road to the village green.

Millington Wood

There has been on-going work in the wood over the last week or so. The clerk spoke with a member of the team and was told that the felled trees have now been removed and work was being done to improving the paths. The plan includes scraping the main path to remove the mud build up but current weather conditions did not allow this to be done at this time.

The top path remains closed as it is unsafe and requires considerable investment to replace steps and railings.

Cllr Burley raised the issue of possibly pursuing funding and asked the council if we wanted to pursue this. Clerk to ask ERYC for details of costings and keep an eye open for possible grants.

Problems with Roads & Verges

These have been reported to Pauline England at East Riding Council. She has forwarded it to one of their officers. No response yet.

Cllr Francis raised a number of issues regarding surface water and potholes on roads around Givendale.

1127.Declaration of Pecuniary and Non- Pecuniary Interest

Cllr Cargill declared a pecuniary interest in agenda item 1132.

1128.Apologies

Cllr McConnachie

1129.Minutes of the meetings held on 5th January 2016

The original minutes distributed for the meeting held on 5th January 2016 were missing details regarding the finances. The clerk presented amended minutes for approval. Cllr Francis also noted that item 1119 was also incorrect and that the last sentence in the first paragraph should read, 'Cllr Francis also noted that a



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Superfast Broadband cabinet had been installed at the **bottom** of Garrowby Hill' not at the top as stated.

Cllr Cheney proposed that the two amendments be accepted as a true record. Cllr Willoughby seconded. All agreed. The amended minutes were signed as a true record.

1130. Matters Arising

Bank Mandate

This has now all been sorted. The clerk has a Simple Service Authority in place and the bank's correspondence address has been updated.

Insurance Cover

The clerk has requested clarification from Aon regarding storm cover for greenhouse & sheds on council allotments. No response as yet.

1131. External Audit for Smaller Councils

The council **agreed** NOT to opt out (i.e. to remain opted in) to the new arrangements that the Smaller Authorities Audit Appointment Limited are putting in place. This is the default position and requires no further action.

1132. Allotments

Cllr Cargill left the room.

In recent years the council has raised allotments rents by 5% per annum. Cllr Brooks felt that this was not enough and the council could be perceived as not taking its responsibility to raise rents and make good use of its assets.

Cllr Cheney proposed that the item is deferred and market research is done to ascertain a reasonable market rate. Cllr Brooks seconded. All agreed.

Note the agenda contained the wrong date. The increase for 2016/17 was set last year at 5%.

Cllr Cargill returned to the room.

1133. Dog Fouling

Cllr Cargill has had complaints from several residents regarding dog fouling and a quick survey of the village has confirmed that the situation has deteriorated. She actually witnessed a resident allowing their dog to foul.

Cllr Cargill agreed to organise another spray and the council requested the clerk to send a letter to all residents in Millington, reminding them that dog fouling is both unpleasant and a health hazard. In addition, that East Riding Council will prosecute offenders and impose a fine because this is a criminal offence.



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1134. Queen's Birthday Celebrations

Key dates are :-

- Beacons on Thursday 21st April (the Queen's actual birthday)
- Pageant at Windsor Castle celebrating the Queen's life, 12th - 15th May
- Official birthday celebrations 11th - 12th June. Including a street party on 12th June.

Cllr Willoughby proposed that the council organise a street party in Millington on June 12th. Cllr Cargill seconded. **All agreed**

Cllr Burley requested Cllr Willoughby to do some research regarding organising a beacon and to make recommendations at the next council meeting

1135. Review of the Risk Register

The council **approved** the current version of the risk register. The clerk to convert into an electronic version for review next year. Small amendment made to include glove usage.

1136. Review of the Financial Risk Register

The council **approved** the revised version of the register.

1137. Review of the Internal Auditor

The council **agreed** that the internal auditor should remain unchanged this year. However, before next year the clerk should research other options in light of the changes to the requirements for external audit being implemented in 2017.

1138. Annual Parish Meeting

Cllr Burley proposed that this take place on 26th April 2016, 7:30pm. Cllr Willoughby seconded. All agreed.

Cllr Burley to organise an external guest speaking, possibly Peter Halkon regarding possible archeological dig in the area and/or an update on plans for Millington Wood.

1139. Asset Register

The council **approved** the revised version of the register, with the following modifications:-

- Notice Boards to be added, value £787.68 purchased 4/6/13.
- Litter Bins to be added, value £696.14 purchased 7/5/13
- The trimmer is stored at Cllr Willoughby's home but is in poor repair.

The council **agreed** that the clerk should aim to resolve the remaining issues highlighted in the report by next year.



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1140. Public Transport

Cllr Cheney and the clerk developed a transport survey and these are now available. They have been posted to our out lying residents (if they are listed on the edited electoral role). The remaining need distributing as soon as possible. They will then need collecting by the end of the week.

Cllr Francis agreed to do this for Givendale.

Cllr Cheney & the clerk will do it for Millington. The clerk will then submit the completed surveys to Helen Reynolds at East Riding Council for analysis.

1141. Community Heritage Project

Cllr Burley visited Nunburnholme: the exhibition and the tour round the village were excellent. Peter Halkon is going to approach one of the land owners in Millington in the next few weeks. The other two have been approach by Cllr Burley.

1142. Broadband

Superfast broadband is now available in Millington. Download speeds are approximately 60MB and upload speeds are about 20MB. Cllr Cargill and a few other residents have had problems switching over which are now resolved.

Cllr Burley to contact Steven Howdle regarding expansion to Givendale residents

1143. Website

The council approved the new Website Management Policy. Cllr Cheney and Cllr Cargill agreed to be on the committee to develop website content.

The council **approved** the following pages for publication :-

- Churches
- Eating Out
- Local Attractions
- Local Walks
- Location Plan (Millington only) subject to the clerk resolving the issue with copyright.

The council agreed to develop the 'Local Businesses' page for next meeting.

1144. Transparency Code

The Council **authorised** the clerk to purchase a laptop, Microsoft Office and Wifi extenders using the Transparency Code grant to a maximum cost of £500 .

Cllr Willoughby proposed buying (rather than leasing) Microsoft Office. Cllr Cheney seconded. **All agreed.**

1145. Emergency Plan

The plan is essentially finished. Cllr Burley to determine whether there are any grant monies still available.



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1146. Clerk's Filing Cabinet

The Council agreed that the clerk could dispose of the filing cabinet.

1147. Document Retention Policy

The council **approved** the new policy. The clerk emphasised that unless there was a legal reason to keep a hard copy of a document that it would only be kept in electronic format.

1148. Cuadrilla Onshore Oil & Gas Exploration

The clerk has spoken with Cuadrilla and suggested that they organise a briefing for some of the parish councils in the area. Cuadrilla have asked if we can identify interested parish councils in our area and suggest some dates. Clerk to email invitation to clerks in our area and contact our Ward councillors and find out what information they have on the subject.

Cuadrilla customer service representative confirmed that they had all our details and would contact us with any updates that may be of interest.

1149. Finance

The following cheque was **authorised** and signed

- Cllr Willoughby £58.18 (reimbursed) for chainsaw accessories.

1150. Response to e-mails

Councillors confirmed receipt of the emails (included in Appendix A). No further action required.

1151. Items for next agenda

- Parking & Traffic in the village
- Community Heritage Project
- Broadband
- Emergency Plan
- Allotments
- Dog Fouling
- Queen's Birthday Celebrations
- Yorkshire Day
- Annual Parish Meeting
- Public Transport
- Website
- Cuadrilla
- Clean Up



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1152. Any Other Urgent Business

- Cllr Brooks requested the clerk to organise some more salt for the parish as supplies are getting low.
- Cllr Willoughby said that he would fund some fireworks for beacon event
- Cllr Willoughby thanked the clerk for her hard work producing the various reports for the meeting.

1153. Next Meeting Tuesday 29th March 2016 at 7:15pm

Meeting closed at 9:00 pm



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Appendix A

Date Received	Brief Description	Original Sender
18/11/15	3-yearly review of winter services	Brad Webster, ERYC
19/11/15	Migrating Millington Parish Council Website to live	Stevan Sajkovic
20/11/15	Public Spaces Protection Orders Informal Review - Parish Councils	David Woodmansey, ERYC
26/11/15	Vale of York CCG Governing Body meeting	Brad Webster, ERYC
27/11/15	Connect to Support - East Riding	Roger Tomlin, ERYC
30/11/15	Village Taskforce Feedback Questionnaire - Millington	Mike Connor, ERYC
30/11/15	ERNLLCA Newsletter	ERNLLCA
1/12/15	Tesco Local Community Scheme	Brad Webster, ERYC
1/12/15	December Newsletter	Helen Anderson, Pocklington Police
5/12/15	Parish Newsletter	Brad Webster, ERYC
7/12/15	New Year 2017 Honours - request for nominations	ERNLLCA
7/12/15	Joint Local Access Forum Agenda	Liz Russel, ERYC
7/12/15	Pensions	ERNLLCA
8/12/15	Planning Consultation for 15/03566/PLF Cold Skin Farm	Planning Dept, ERYC
8/12/15	Planning Consultation for 15/03566/PLF Cold Skin Farm - extension for comments	Peter Robinson, ERYC
10/12/15	New Neighbourhood Planning Guidance	Jon Palmer
14/12/15	Christmas wishes from East Riding of Yorkshire CCG	East Riding of Yorkshire CCG
14/12/15	GM List Village Taskforce Visit 2015	Pauline England
N/A	Website status	Judith Roberts
14/12/15	NHS prescribing survey - closes 10th January	Deon Falcon, NHS CCG group
17/12/15	New Onshore Oil & Gas Exploration Licence	Quadrilla
12/15	Making Time for Winter	Mike Featherby
27/11/15	Chairman's Awards 2016	Peter Turner, ERYC
11/12/15	Community Policing	Jo York, Humberside Police