**Millington cum Givendale Parish Council**

Minutes of the Annual Parish Council Meeting held on Tuesday 7th May 2019 at 7.30pm in the Village Hall at Millington.

Present: Ward Cllr Rudd, Cllrs Berriman, Cargill, Burley, Cawood, Burton and Brooks. Four members of the public were in attendance.

The meeting was chaired by Cllr Cargill and assisted by the clerk.

**OPEN FORUM**

Cllr Cargill invited members of the public to comment on the planning application listed on the agenda at this point.

A resident voiced her concerns over the application and submitted a letter to the PC summarising the following areas;

* Loss of amenity this being due to that she has no back garden so uses her front one which will be cast into shadow if the extension is built. In addition, her lounge is upstairs so the view will be effected.
* Scale of building is excessive.
* Right to light
* Effect on access
* Unsympathetic materials that are to be used.

The resident invited the PC to conduct a site visit to her property so that they may understand how this will affect her property.

A second resident echoed these views and added that the manor house had previously been sympathetically restored but that the proposed extension is very modern.

The remaining two residents commented that another issue would be the impact on the shared access as the extension would cause problems in Winter as it would block out the sun which currently assists in thawing the area.

Cllr Cargill thanked all members of the public in attendance for their comments and explained that the application would be discussed by the PC later in the meeting.

Ward Cllr Rudd informed the PC that the results of the ERYC elections were as follows:

Amongst the 67 Councillors, 49 are Conservative, 10 are Independent, and 8 are Liberal Democrat.

The Conservative Councillors have increased by two and there are no longer any Labour or UKIP Councillors.

ERYC are currently holding induction meetings for new Councillors which inform them of the following;

* 30% of the population are over 65 which has a large impact on adult care services
* ERYC have a revenue budget of £772 million and a capital budget of £110 million
* There are 4800 vulnerable adults who receive care within East Riding
* There are 11,500 council houses

Ward Cllr Rudd noted that this Summer ERYC will be spending £2 million on surface dressing and improving roads.

**Meeting started at 7.49pm.**

**1917: Welcome and Apologies – confirm Councillors and signing of Declaration of Office Forms**

Cllr Cargill welcomed the new Councillor Katie Burton.

All Cllrs signed the forms and these were counter-signed by either the clerk or another Councillor. ACTION: Clerk to send these to ERYC.

**1918: Declaration of Pecuniary and Non-Pecuniary Interest** – None. At this point Cllr Cargill, Burton, Cawood and Berriman handed their completed Register of Interests forms to the clerk. ACTION: Clerk to collect Cllr Brooks and Burley before the next meeting and send with the others to ERYC.

**1919: Nominations for Chair**

Cllr Berriman proposed Cllr Cargill, Cllr Brooks seconded this and all were in agreement. Cllr Cargill signed the Declaration of Office for Chair form and handed this back to the clerk. ACTION: Clerk to send this to ERYC.

**1920: Nominations for Vice-Chair**

Cllr Berriman proposed Cllr Brooks, Cllr Cargill seconded this and all were in agreement. Cllr Brooks accepted the position.

**1926: Planning Applications**

**19/01306/PLF Erection of two-storey extension following demolition of existing single-storey extension to provide ancillary accommodation. Location: The Manor, Main Street, Millington.**

This agenda item was moved here to allow members of the public to hear the PCs discussion regarding this before leaving. Cllr Cargill invited comments from all members of the PC at this point.

A discussion was held and a unanimous decision was made by the PC to object to this application and ask that it goes to committee based on the following;

* The overbearing impact the size of the extension will have
* Loss of amenity to residents neighbouring the property
* Unsympathetic materials that are to be used
* Excessive development of plot.

ACTION: Clerk to respond to the planning stating the above.

**1921: Nominations for Swineridge Maintenance**

Resident Robert Willoughby has volunteered via email to continue to maintain the trees and organise the Bonfire Party.

Before Mr Willoughy left the PC he had identified a risk with the large ash tree on the roadside boundary. ACTION: Clerk to respond to Mr Willoughby thanking him for continuing this role. ACTION: Clerk to agenda the ash tree for progression at the June meeting.

Cllr Cargill confirmed that Judith Roberts is also happy to continue strimming the paths. All were happy for these arrangements to continue.

**1922: Nominations for Two ERNLLCA Representatives**

Cllr Burley volunteered to be the PCs representative. ACTION: Clerk to inform ERNLLCA.

**1923: Minutes of the Meeting held on the 2nd April 2019 –**The minutes were signed by Cllr Cargill as a true and accurate record.

**1924: Matters Arising (not covered elsewhere on the agenda)**

**Yorkshire Water**

The clerk is still in discussions with Yorkshire Water and KeldaGroup regarding this matter. ACTION: Clerk to provide an update at the next meeting.

**Highways**

The clerk has reported the issue with Beacon Road to ERYC, request i.d # 940897. ACTION: Clerk to check if the work has been carried out at the next meeting.

**1925: Accounts**

The bank statement was signed by Cllr Cargill and reconciled with the finance spreadsheet.

A cheque was written and signed by Cllr Brooks and Cllr Berriman for the following;

Came and Company – £341.20, cheque no.100595 (insurance renewal at a three-year fixed rate)

The clerk asked that Cllr Cargill phone Barclays online team and organise online banking for the clerk. ACTION: Cllr Cargill to progress this before the next meeting.

**1927: Asset Register Review**

The clerk had circulated this prior to the meeting and Cllrs confirmed that the value was the same as the previous year as no new assets had been added.

**1928: Annual Return – Signing of Exemption Certificate**

This was signed by the clerk and Cllr Cargill.

**1929: Annual Return – Approval of Annual Governance Statements**

The statements were read out to the PC by Cllr Cargill and this section was then completed and signed by the clerk and Cllr Cargill.

**1930: Annual Return – Approval of Accounting Statements**

The figures had been prepared by the clerk prior to the meeting and this section was then signed by the clerk and Cllr Cargill.

**1931: Defibrillator Update**

Cllr Burley has completed the grant application and is waiting for a letter of permission from the Gait Inn stating that the cabinet can be placed on their wall. Once she has received this she will submit the grant along with proof of the £912 donation Yorkshire Ambulance Service (YAS) require. This will be discussed at the next YAS meeting in June so the PC should have a definitive state of progress at the PC meeting in July.

**1932: Dog-Fouling**

Cllr Cargill reported the high level of dog fouling occurring within the parish and suggested carrying out another campaign to combat this. Cllr Cargill felt it worthy of note that during the Village Walkabout it was also reported by ERYC grass cutters and due to this they are within their rights to refuse to cut the verges, etc.

It was decided that an article in the Parish Matters publication should detail the financial implications of instances of dog-fouling and emphasise that the village green and verges may no longer get cut if this continues to be a problem.

The clerk suggested installing dog bins in the problem areas. ACTION: Clerk to look into ERYC installing dog waste bins near the church car park and on the village green. ACTION: Clerk to request biodegradable paint and stencils for the footpaths.

**1933: Parish Matters**

It was agreed that Parish Matters be published and distributed by 7th June. ACTION: Cllr Cawood to liaise with the editor and will inform the PC of the copy deadline.

**1934: Conservation Group**

This was deferred until June’s meeting. ACTION: Clerk to agenda this item for the next meeting.

**1935: Allotment Plot**

The PC have been informed that there is an interested party for the vacant allotment plot when it reaches its end in April 2020. ACTION: Clerk to respond to the interested party stating that it will be available from next April. ACTION: Clerk to contact current tenant and confirm that his tenancy will end next year and that it will be cleared ready for the next tenant.

**1936: Review Financial Regulations**

The clerk had circulated this document to all Cllrs prior to the meeting. All were happy for these to be republished. ACTION: Clerk to publish these on the PC website.

**1937: Village Plan – Results**

This was deferred until the next meeting. ACTION: Clerk to agenda this for June’s meeting.

**1938: Village Walkabout – Update**

Cllr Berriman noted that a resident had complained about a letter from ERYC asking them to cut their overhanging tree as a result of the walkabout. A discussion was held and it was agreed that Cllr Berriman would speak to the resident and acknowledge their issue but that any future issues should be referred back to ERYC. Ward Cllr Rudd confirmed that this approach should be taken. ACTION: Cllr Cawood to include an article relating to this in the Parish Matters publication.

The clerk reminded the PC that ERYC request the village walkabout with all villages as a way of highlighting areas of works that need carrying out or areas that are in need of repair. This is done to alleviate resources from ERYC by not having to send out officers to inspect all parishes. This is a service that the PC are expected to provide by ERYC in order to benefit communities.

**1939: Highways**

Cllr Berriman reported the poor state of Swineridge Hill where the verges have collapsed and have created large potholes along that stretch of road. Cllr Berriman showed the PC photographic evidence of a damaged car as a result of the potholes. ACTION: Clerk to escalate this to ERYC and update the PC at the next meeting.

Cllr Berriman noted that the recent hedgerow document sent from ERYC clearly states that the hedgerow where the ownership has been in question on Ousethorpe Corner and from Ousethorpe Corner to Swinridge Hill has been identified on their plan as belonging to ERYC. ACTION: Clerk to contact ERYC and ask that this be added to their list of hedges to cut.

**1940: PC Vacancies**

There is one vacancy on the PC after elections.

**1941: Correspondence**

The clerk had circulated an email from the Full Sutton and Skirpenbeck clerk asking that the PC consider adding the PC name to a group objection letter. It was felt by the majority of the PC that as it would not impact directly on the parish it wasn’t appropriate to add to this. ACTION: Clerk to respond accordingly.

Cllr Cargill handed a letter from HMRC debt management that had been sent to the old clerks address. The letter stated that the PC had not paid any PAYE or submitted any reports during 2018/19. The clerk confirmed that this was not the case. In addition, there is in excess of £300 of credit on the account referenced in the letter which is made up of the clerks tax that has been sent throughout 2018-19 but unallocated by HMRC. ACTION: Clerk to write to HMRC to explain that this letter has been incorrectly issued and send documents to prove report submissions have been filed and PAYE has been paid.

**1942: Community Issues**

None reported.

**1943: Date of Next Meeting** – 4th June

**Meeting closed at 9.16 pm.**

Signed as a true and accurate record of the minutes.