**Millington cum Givendale Parish Council**

Minutes of the Parish Council Meeting held on Tuesday 4th February 2020 at 7.30pm in the Village Hall at Millington.

Present: Ward Cllr Rudd, Cllrs Cargill, Cawood, Burley, Swanborough and Smith.

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

**OPEN FORUM**

Nothing was discussed here.

**Meeting started at 7.38pm.**

**2087: Welcome and Apologies –** Cllr Burton had sent her apologies prior to the meeting. Cllr Francis was not in attendance.

**2088: Resignation of Chair**

Cllr Cargill informed the PC that she was resigning as Chair but would remain on the PC. The clerk read out her resignation letter to the PC. Cllr Burley thanked Cllr Cargill for her support and hard work during her time as Chair.

**2089: Election of Interim Chair**

Cllr Cargill proposed that Cllr Burley take on this role, Cllr Cawood seconded this, and all agreed. Cllr Burley stated that she was happy to do this temporarily but asked all Cllrs to consider putting themselves forward.

Cllr Burley chaired the rest of the meeting from this point.

**2090: Election of Vice Chair**

The clerk suggested that this be deferred until all PC members were present. All agreed that this could wait until the normal election of posts in May 2020.

**2091: Declaration of Pecuniary and Non-Pecuniary Interest**

Cllr Swanborough declared an interest in agenda item no. 2096.

**2092: Signing of Minutes from 7th January 2020.**

Cllr Swanborough queried the figure on the precept regarding the amount the council tax will increase. The figure should read as an annual increase, not a monthly increase. ACTION: Clerk to remove ‘monthly’ and publish on the website.

**2093: Ward Cllr Report**

Ward Cllr Rudd reported that ERYC are in the process of planting greenery on roundabouts across East Riding. Buckthorn, Hawthorn and Blackthorn bushes will be planted to create hedges and encourage bee populations.

The Tour De Yorkshire commences on the 30th April at Beverley and continues North finishing in Leeds.

ERYC are installing 14 electric charging points in Market Weighton, Heddon, Bridlington, Cottingham and Beverley.

ERYC will be setting the budgets on the 13th February.

Cllr Cargill asked Ward Cllr Rudd who is responsible for the roundabout at Allerthorpe as it is heavily littered. Ward Cllr Rudd gave the name of an ERYC officer to contact and report this issue to.

**2094: Matters Arising (including actions not covered elsewhere on the agenda)**

**Hazardous Conditions on Givendale Hill**

The clerk has written to the Halifax Estates manager who has stated that he will conduct a site visit and report back.

**New Residents Information**

The clerk had sent a final draft of the ‘new residents’ information’ document prior to the meeting. All Cllrs were happy for this to be put on the notice boards. ACTION: Clerk to publish on the website.

**Ash Tree at Swineridge**

ACTION: Cllr Francis to update the PC with a quote at the next meeting.

**Accounts**

The clerk informed the PC that she could not get access online banking as a signatory needs to electronically start this process. ACTION: Clerk to send bank details to all Cllrs so that they can check on their signatory status and progress this.

**Village Task Force Satisfaction Survey**

Cllr Cawood confirmed that she had completed this and sent it back to ERYC.

**Gaps in Church Fence**

Cllr Smith stated that he had filled a gap in the fence but on closer inspection, there is a section of the metal railings which look unsafe. He suggested that this could be fixed by planting a hedge. Cllr Burley noted that the PCC should be made aware of this. Cllr Cargill proposed that the PC contact the church, Cllr Smith seconded this and all agreed. ACTION: Clerk to write a letter to the PCC and circulate to Cllrs prior to sending.

**2095: Accounts**

The bank statement and reconciliation were signed by Cllr Cawood.

The schedule of payments was signed and approved by Cllr Cargill and Burley.

A cheque was written for the following;

Samantha O’Connor - £89.49, cheque no. 100616 (printer cartridges)

A direct debit mandate was signed by Cllr Cargill and Burley for the following;

ICO - £35 (Data Protection Renewal Fee)

ACTION: Clerk to send completed form back to ICO.

**2096: Planning Applications:**

19/04269/PLF Erection of two storey extension to side, porch extension to front and single storey extension to rear, alterations to increase roof height with installation of dormer windows to front and rear and application of render to external surfaces following demolition of garage and utility room. Location: The Hollies, Main Street, Millington, YO42 1TX. A discussion was held, and it was agreed that there were no issues and to return a decision of ‘neutral’ to ERYC. ACTION: Clerk to respond to the application accordingly.

**2097: Yorkshire Day Including Risk Assessment.**

It was agreed to defer this until Cllr Burton is present. Cllr Cargill advised the clerk that she would forward all the documents she has relating to a previous road closure. It was agreed that the clerk should complete the road closure form once she has received this information. ACTION: Clerk to agenda for the next meeting.

**2098: Damage to Site of Special Scientific Interest**

Cllr Cargill had sent an email prior to the meeting regarding damage done to the SSSI at Millington Pastures where a red Land Rover had churned up the land and subsequently got stuck. Cllr Cargill advised the PC that it is a criminal offence to damage an SSSI. There was some discussion as to whether the land was an SSSI. Cllr Cawood informed the PC that Rural England have a list of SSSIs and their locations. The clerk informed the PC that she had received a telephone call from the producer of Look North regarding this incident and they had asked to meet with a member of the PC to highlight the issue. Cllr Cargill agreed to call the producer after the meeting.

**2099: Allotment Tenancy Agreement Review**

The clerk asked if the PC were happy to send out the current contract to all tenants and if they wanted the rent increased. Cllr Burley proposed to raise the rent by 2.1%, Cllr Cawood seconded this and all agreed. ACTION: Clerk to send out the contracts and covering letter informing tenants of the rent increase.

**2100: Village Plan Actions**

It was agreed to defer this to the next meeting as the only actions left needed further clarity. ACTION: Clerk to agenda this as one of the first items for discussion at the next meeting.

The clerk noted that there had been an update from the Village Hall stating that they had submitted a lottery community fund application for the steps and stairlift.

**2101: Community Transport Volunteering**

The clerk had circulated an email from ‘Beverley Community Lift’(BCL) prior to the meeting. BCL are calling for volunteers for car scheme drivers, minibus drivers and passenger assistants. For further information volunteers should call 01482 868082 or email manager@bclift.org.uk. Their website can be found at [www.bclift.org.uk](http://www.bclift.org.uk)

**2102: Parish Matters**

A discussion was held around the topics for inclusion and a publication date of late March was agreed upon.

**2103: Village Conservation Group**

Cllr Cargill advised that this was in connection to the recent incident at the SSSI. Currently no residents have volunteered to set up a conservation group, but she feels that there now will be some interest in this. Cllr Cargill has emailed ERYC regarding several conservation points but has not had a response yet. ACTION: Clerk to agenda this update for the next meeting. Cllr Burley suggested putting an article in the Parish Matters.

**2104: Defibrillator Update**

Cllr Burley announced that the grant has been successful for the defibrillator and it should be installed on the wall of the Gait Inn in the next four to six weeks. Cllr Cawood mentioned that residents will need training on how to use the machine. ACTION: Cllr Burley to investigate this. It was agreed again that once installed, the PC would be responsible for the running costs and maintenance of the defibrillator.

**2105: VE Day Commemorations**

Cllr Cawood felt that as Yorkshire Day was taking place soon after VE Day that a commemorative church service would be more suitable. Further suggestions of having refreshments and cakes in the Village Hall afterwards were made. All agreed that this would be a better way to mark the occasion. ACTION: Cllr Burley to approach the PCC regarding putting on a service. ACTION: Clerk to agenda this for the next meeting.

**2106: Correspondence**

None.

**2107: Community Issues**

The clerk noted that she would be on paid annual leave from 14th February to 23rd February inclusive.

**2108: Date of Next Meeting** – 3rd March at 7.30pm.

**Meeting closed at 9.17 pm.**

Signed as a true and accurate record of the minutes.