



MINUTES

ROWLEY PARISH COUNCIL
LITTLE WEIGHTON, EAST YORKSHIRE

A VIRTUAL MEETING OF THE COUNCIL HELD

online via Zoom as permitted in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) due to the COVID19 (Coronavirus crisis)

THURSDAY 1ST OCTOBER 2020

58/20 PRESENT: A.Woodall (Chair), P.Smith, K.Brown, L.Fawcett, J.Richardson, S.Turner, Ward Councillors; Cllr Smith & Cllr Meredith.

59/20 APOLOGIES: Cllrs Mrs E.Hunter, R.Elvidge, Ward Councillors; Cllr Gill

60/20 OPEN FORUM - No Members of the Public present

61/20 DECLARATION OF INTEREST - None

62/20 61/20 MINUTES

RESOLVED: Minutes of the meeting held 4th September 2020, were then approved as a true & correct record.

63/20 DECISIONS TAKEN SINCE THE CORONAVIRUS LOCKDOWN - The following decisions were made under delegated authority since the Ordinary meeting on 16 March 2020;

Meetings	Decision to continue with delegate authority and hold virtual meetings as required. Annual Meetings to be postponed until May 2020
Playing Fields	Little Weighton Play Park were closed following government instruction on 24th March 2020. All equipment was hazard taped, closed signs fixed, locked gate and regular checks/photographs taken as a record for insurance purposes.
	Football Teams advised that Playing Field Gates locked - No access
	The Government eases restrictions to allow playgrounds to reopen from 4th July 2020. A Site Visit by Councillors, followed by Risk Assessment, Sanitisation of all Play Equipment, and the Play Park was reopened on 12.07.2020. Delays due to waiting for East Riding Grass Cutting Crew as the Village had been overlooked in their schedules.
	New Signage was fixed outlining guidelines for users, parents, and Children.
	East Riding Council notified re Bin Collections/Field Grass cutting crew of locked gate. Key Collection arranged.
Correspondence	ERYC - Trading Standards asking for Co-ordinator name for Cold Calling Zone - Clerks name given.
	ERYC - Coronavirus Updates
	ERYC - Planning & Development Management update
	ERYC - Special dispensation (Extended leave of absence until May 2020)
	ERYC - Temporary Road Closure Notice - Westoby Lane, Riplingham (9th July 2020)
	ERYC - Enforcement Officers - Notification of Areas Covered.
	Hornsea Four Project Updates - Noted
	Residents Email - re Adult Exercise Equipment - Actioned

	Residents Email - Planting causing Child Injury - Actioned/Removed
	Residents Email - Rubbish left at Dugouts - Actioned
	Residents Email - Areas requiring tidying in the Village - Actioned
	Residents Email - Follow up further re tidying up of Village - Actioned
Planning Applications	20/00214/PLF Land North of Sunnybank, 27 Old Village Road, Little Weighton (Erection of a detached dwelling following demolition of existing garage with associated works) Resolved: Recommend refusal on the grounds of lack of parking provision, detrimental to neighbouring properties, overlooking, loss of sight, not in keeping with local build. Village does not have drainage capacity for additional dwelling. Little Weighton is a non selected settlement for growth and therefore recommend that this application is refused.
	20/00154/PLF - Change of use of existing detached double garage to holiday let accommodation and erection of a detached double garage at Mouse Hill, Beverley Road, Bentley.
	20/01504/PLF - Erection of a single storey extension to side and rear following demolition of existing side entrance/utility area at 13 West Garth Little Weighton - amended re Rendered Finish (July 2020) - Agreed
	20/02388/PLF - Erection of a single storey extension to front following removal of existing conservatory and siting of a garden fountain at The Barn, 47 White Gap Road, Little Weighton. HU20 3XF
	20/01703/stplf - Construction of roads improvements between Beverley and Cottingham (Jocks Lodge Development)
	20/00022/REFUSE - Appeal submitted to the Planning Inspectorate against a decision made to refuse planning
Planning Enforcement	Stoneledge - ERYC opened an investigation file re 6-acre site.
Planning Decisions	20/00214/PLF - PENDING DECISION 20/00154/PLF - GRANTED APPROVAL 20/01504/PLF - GRANTED APPROVAL 20/01073/PLF - GRANTED APPROVAL
Village Matters	NHS Thank you bunting ordered for Pond Fence, Walkington Road, Lilac Grove.
	Wooden Fence post & sleeve replaced (Lilac Grove)
Tree Management	Agreed works commenced 18th September 2020. Old Village Road, Rowley Road.
Year End 2019/20	Internal Audit Report, Governance Report, Accounting Statements and Dates of the period for the exercise of Public Rights to Inspect were signed at meeting.
Pond	Pond Works - Replacement fencing, works carried out.
	Pest Prevention at the Pond - Treatment of Rats carried out May 2020
Defibrillator	AED - checked weekly and updated to NHS via their Audit Form Link
	Replacement Pads ordered April 2020.
Insurance	Renewed following query re Costs for Portacabin. Included for the 2020/21 renewal.

64/20 LOCAL POLICING TEAM

No update received from Police. Chairman reminded Council that Lamping/Spotlighting is apparent this time of the year and to be vigilant. A reminder also to all homeowners to keep their doors and windows locked as the dark evenings approach.

65/20 – LITTLE WEIGHTON PLAYING FIELDS

a) Portacabin Removal

RESOLVED – That the Portacabin is booked in with Haulage Company for urgent removal.

b) Dugouts – Site Visit took place. The Frames are solid and sturdy, the side and top are in poor state of repair. Quotation from a sheet metal company to repair is to be obtained. It was agreed that costs to be presented to Football Teams for a 3-way share of cost.

c) Emersion Heater – Fault reported on the boiler and washer required on Sink Tap. Plumber attended. **RESOLVED** – Invoice paid for £55.00.

d) Play Equipment Repairs - Adult Play Equipment **RESOLVED** - S.Thorpe to be asked to repair.

e) Bowls Club – Invoice sent to the Bowls Club for Water Costs earlier in the Year. A £400.00 charge – advised Bowls Club that repayment could be made in instalments to help club out during difficult membership times (Covid19).

F) Wasps Nest – Wasps nest has been removed by East Riding Council Pest Control from the Pavilion at the Playing Fields.

66/20 PLANNING

Applications

20/02930/PLF – Construction of dormer windows to front at 16 The Butts, Little Weighton HU20 3XD – **RESOLVED** – That the application is recommended for Approval.

The Clerk advised that an amended plan had been received regarding Application No: **20/00214** – Erection of a detached dwelling following demolition of existing garage with associated works to Land North Of Sunnybank 27 Old Village Road Little Weighton East Riding Of Yorkshire HU20 3US. **RESOLVED** - As Little Weighton is a non selected settlement for growth - it was resolved that the Councils position remained as originally submitted, with a recommendation for Refusal.

Decisions

20/02388/PLF - Erection of a single storey extension to front following removal of existing conservatory at the Barn, 47 White Gap Road, Little Weighton. HU20 3XF. **-GRANTED**

Planning Enforcement

20/01000/UWORK3 – A file was opened with the East Riding Council Enforcement Team in respect of Quarrying outside of the site at Riplingham Quarry, Westoby Lane, Riplingham following concerns raised by the Council. Jamie Roe (Officer) investigated the matter.

RESOLVED – Following a planning enforcement officer visit, Jamie Roe and Andy Wainwright (Strategic Planning Team Leader) confirmed that no extraction is taking place outside of the approved areas. The 6-acre site does not have planning permission however believe there are discussions in place regarding it.

67/20 COMMUNICATIONS

NHS Track & Trace – QR Code in place at the Pavilion – Football Teams acknowledged receipt of email and requirement to scan in at the venue on match days.

Newsletter & Feedback – Newsletter produced and distributed during September 2020.

Website & Accessibility – Website updates ongoing. Accessibility of Site completed by Getextra Limited, accessibility statement approved by Council.

68/20 ERNLLCA

September Newsletter received – **NOTED.**

69/20 CORRESPONDENCE RECEIVED

ERYC – Neighbourhood Watch Group – East Riding Council are asking the Parish Council to take over the role of a NHWG as the Little Weighton Watch Co-ordinator had resigned. **RESOLVED** – That the Parish Council take it on in the Interim, however advertise the Group in the Next Edition of the Beacon Newsletter to see if there are any residents interested in running the group.

Town & Parish Council Charter Consultation - NOTED.

70/20 FINANCE

a)The Following payments were approved under delegated authority during the Coronavirus lockdown.

05.04.2020	Wold Ecology	101590	£ 180.00	£ 36.00	£ 216.00
05.04.2020	Little Weighton Village Hall	101591	£ 10.00	£ -	£ 10.00
05.04.2020	ER Pension Fund	101592	£ 215.83	£ -	£ 215.83
09.04.2020	SH Garden Services	101593	£ 343.44	£ -	£ 343.44
28.04.2020	Clerk	SO	£ 645.06	£ -	£ 645.06
30.04.2020	Business Stream	101594	£ 71.25	£ -	£ 71.25
30.04.2020	Cardiac Science	101595	£ 28.95	£ 5.79	£ 34.74
30.04.2020	ERNLLCA	101596	£ 531.82	£ -	£ 531.82
04.05.2020	ER Pension Fund	101597	£ 199.72	£ -	£ 199.72
12.05.2020	Matthew Arnold	101598	£ 250.00	£ -	£ 250.00
12.05.2020	Millennium Quest Ltd	101599	£ 53.50	£ 10.70	£ 64.20
15.05.2020	Information Commissioner	DD	£ 35.00	£ -	£ 35.00
20.05.2020	Clerk	101600	£ 190.49	£ 3.40	£ 193.89
20.05.2020	AJACS	101601	£ 295.00	£ -	£ 295.00
20.05.2020	Came & Company	101602	£ 874.57	£ -	£ 874.57
28.05.2020	Clerk	SO	£ 645.06	£ -	£ 645.06
20.05.2020	HMRC	101603	£ 568.16	£ -	£ 568.16
02.06.2020	ER Pension Fund	101604	£ 199.72	£ -	£ 199.72
04.06.2020	East Riding Council	101605	£ 477.00	£ -	£ 477.00
14.06.2020	Wold Trees Limited	101606	£ 275.00	£ 55.00	£ 330.00
17.06.2020	Npower	101607	£ 243.68	£ 12.18	£ 255.86
17.06.2020	HMRC	101608	£ 183.31	£ -	£ 183.31
28.06.2020	Clerk	SO	£ 645.06	£ -	£ 645.06

13.07.2020	Clerk	101609	£ 119.56	£ 11.63	£ 131.19
13.07.2020	ER Pension Fund	101610	£ 199.72	£ -	£ 199.72
15.07.2020	Npower	101611	£ 66.00	£ 3.30	£ 69.30
15.07.2020	Business Stream	101612	£ 454.80	£ -	£ 454.80
20.07.2020	Thompsons Fencing	101613	£ 385.00	£ 77.00	£ 462.00
28.07.2020	Clerk	SO	£ 645.06	£ -	£ 645.06
04.08.2020	ER Pension Fund	101614	£ 199.72	£ -	£ 199.72
13.08.2020	Clerk	101615	£ 74.15	£ 1.84	£ 75.99
28.08.2020	Clerk	SO	£ 645.06	£ -	£ 645.06
01.09.2020	ER Pension Fund	101616	£ 199.72	£ -	£ 199.72
01.09.2020	HMRC	101617	£ 7.19	£ -	£ 7.19
01.09.2020	HMRC	101618	£ 182.75	£ -	£ 182.75
04.09.2020	SH Garden Services	101619	£ 1,424.56	£ -	£ 1,424.56

b)To Record all Income received.

Income	Total
East Riding Council	£ 12,695.00
HMRC	£ 2,075.27
Barclays	£ 1.51
J.Kennedy	£ 10.00
Campbell	£ 10.00
B.Sorsby	£ 5.00
Oliver Bros	£ 10.00
Veterans	£ 150.00
Cricket Club	£ 100.00
ERYC	£ 525.00
ERYC	£ 12,695.00

c)Grant Application received from J.Arksey

Discussion took place regarding the application received for funding. Councillors supported business being covid compliant and feedback on the service provided was very good, which had provided a food outlet during the lockdown following Facebook requests and surveys.

Councillor Meredith reported that East Riding Council, Jo Russell and Victoria Aitken were involved with the Councils Reopening High Street Safely (ROHSS) campaign. A fund available to support businesses. **RESOLVED** – That the applicant is referred to East Riding Council to see if a grant can be supported under the ROHSS Fund.

d) Grant Application withdrawn from the Coffee Morning Group – Representative advised that as they were not able to use the Village Hall, they would defer their application until as a group they would be able to meet again. (Post Covid).

e)To Approve Payments presented:

The Following Payments were presented to Council:

Cheque No	Payable To	Description	Nett	VAT	Total
101620	SLCC	Membership Fee	£ 140.00	£ -	£ 140.00
101621	Wold Trees	Tree Works	£ 1,675.00	£ 335.00	£ 2,010.00
101622	Clerk	Post, Travel, Reimbursement:	£ 65.99	£ 1.83	£ 67.82
		Everflow Plumbers (Playing Fields Changing Room)	£ 55.00	£ -	£ 55.00
		Salary Backdate to be confirmed £132.60 Gross less pension contribution	£ 100.31	£ -	£ 100.31
		Home Office Expense HMRC Allowance Change (wef April from £6.00 to £8.00 pwk)	£ 48.00	£ -	£ 48.00
101623	Npower	Electricity	£ 108.51	£5.43	£ 113.94
101624	East Riding Pension Fund	Monthly Pension Contributions	£ 199.72	£ -	£199.72
101625	HMRC	PAYE	£ 366.73	£ -	£366.73

RESOLVED - That the payments presented are approved

f) Budget Monitoring Report – The clerk presented the budget monitoring report for 01.04.2020 to 04.09.2020. Bank Statements supported the balance.

RESOLVED – That the report was approved.

g) Annual Audit Report – The clerk confirmed that the annual return is still with PKF Littlejohn.

71/20 WARD COUNCILLORS REPORT

Councillor Meredith reported that East Riding Council are conducting meetings also via Zoom. He is looking at organising a liaison group with Stoneledge, Ashcourt regarding the Quarry and the Cutting in order that all parties are kept informed.

72/20 HIGHWAYS

Traffic Management Survey commenced 28th September 2020 on Old Village Road for a period of 7 Days.

The Survey will record the number and types of vehicles and the time, direction and speed of all vehicles passing over the equipment.

On a local basis the information is used to prioritise locations for a full review by an engineer. Combined with other information, such as accident statistics, a review enables Traffic Management to make decisions as to future traffic management activity.

73/20 GROUNDS MAINTENANCE

a) Tree Works – 1st Phase of Tree maintenance was carried out w/c 18/09/2020 on Woodland, Rowley Road & The Butts.

b) Playing Field Hedge – Top and farmers side of the hedge already cut. Playing Field Hedge side requires cutting back. **RESOLVED** – S.Hoyles quotation approved.

C) Residents request Brackenwoods/Lilac Grove – Request for tree maintenance on trees around Brackenwoods & Lilac Grove. **RESOLVED** – Wold Trees to be contacted for assessment of trees, condition, and any recommendations.

d) Allotment – The large allotment to the top of Skidby Hill has been abandoned. Contact made with last tenant but no longer required. **RESOLVED** – To advertise the allotment. The first year would be rent free due to the amount of work required initially.

Flytipping – Recently reported Flytipping in Bentley and close to Bentley Hall.

f) Village Planters – On a public opinion poll Councillor Smith reported that 53% suggested York Stone and 33% Brick and 13% in Chalk. Designs for a planter are required.

RESOLVED – Chair will ask local builder for a quotation.

g)Christmas Lights - Will be switched on ‘Virtually’ on Friday 4th December 2020.

PRIVATE SESSION (PART II): In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the Public and Press were excluded from the meeting for the discussion of the following exempt business.

74/20 STAFF MATTERS

1. Salary for 2020-21 **RESOLVED**: The Council agreed to the cost of living increase and backdated to April 2020 as published by NALC.

2.Home Office Expenses –HMRC Rate Change - **RESOLVED** Backdated to April 2020.

75/20 MATTERS FOR INCLUSION ON THE NEXT AGENDA

- . Trees
- . Grant Applications
- . Dugouts
- . Social Media
- . Play Equipment & Painting

There being no further business the Chairman Closed the Meeting at 9.13 pm.

Signature:	Dated:
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