

Swanland Parish Council

MINUTES OF THE MEETING OF THE PARISH COUNCIL
HELD IN THE VILLAGE HALL, SWANLAND
7TH APRIL 2008 AT 7.30 PM

MINUTES

Action
by

12 Members of the public present, Cllr Abraham and PC Eglen.

Open Forum:

Parking Dale Road. There were a series of complaints with regard to parked cars on the paths down Dale Road that were not only blocking the road but also the pavement. Difficulties are being experienced by residents in getting in and out of driveways and for pedestrians negotiating the paths. Disabled members of the public who need to use a buggy in order to get around are unable to use the path as cars parked partly on the path prevent access. Concerns that there may be an accident. Contractors' also parking and putting skips on path. A blind person had problems passing a skip due to objects sticking out over the pathways. Councillor Dumsday asked the police to look into this. Residents of properties that have no parking facilities are parking in front of other people's houses. These are ongoing problems. On occasion cars have to back down the road in order to allow other vehicles to pass. The problem has already been identified during the Streetscene Walkabout which took place on 1st April 2008. The Police are aware of the problem. PC Eglen will request Community Support Officer PC Cammack to knock on doors and talk to the residents. There were several suggestions for a solution - double yellow lines, one way access from the pond end, police attention, access only but there is no simple solution. See also Item 7.3 Dale Road.

St Mary's Walk - A resident raised concerns regarding the proposed access and garage in St Mary's Walk. The applicant still has to comply with very stringent conditions including the trees covered by Tree Preservation Orders. No-dig conditions could apply.

Ashford, North Drive – Proposed construction of blocks of flats opposed by residents. Residents believed this would have an adverse impact on village. See also Item 13 - Building Applications. This could set a precedent and further developments could happen in sale of other big houses in the village. Resident requesting support from other villagers. Development could cause the loss of a great many trees in the area.

Village Store – See Item 6.1 Matters arising - Residents are still concerned regarding the sound volume from refrigeration units. Request from residents to ask for units to be turned off until matter resolved. Another suggestion was that free standing units that do not cause noise should be installed. A request was made that the company should be asked not to make deliveries on Bank Holidays. Residents felt that conditions laid out were not being adhered to.

- 1. Present:** Chairman Councillor Chapman, Vice Chairman Councillor Burman, Councillors Sanderson, May, Fairburn, Stead, Richardson, Dumsday.
- 2. Apologies:** Ward Councillor Gilmour.
- 3. It was resolved to agree and accept the minutes of the meeting held on 3RD March 2008 as a true and correct record.**

MB

4. **Declaration of personal or prejudicial interest:** Yvonne Dumsday – Swanland Festival and Swanland Village Association. Chairman Chapman – Allotments and School safety zone.
5. **Standards Board Decision notice:** A complaint to Standards Board was lodged against Councillor Dumsday who had no knowledge of the complaint until she received a letter to say that the complaint had been dismissed. It was felt that the Councillor should have been informed in the first instance. Concerns raised and Clerk to write to East Riding Council to request clarification of procedures. GC/YD
6. **Matters arising:** To receive information on the following ongoing issues and decide further action where necessary.
- 6.1 Village Store: McColls have withdrawn their application for retention of 1 No. air Conditioning unit and 2 No. remote chiller units. Continuous noise for 10 months. Ward Councillor Abraham to look into enforcement order and would support the residents in this matter. Clerk to contact authority.
- 6.2 School safety zone: **It was resolved** that the Parish Council are in agreement with East Riding in connection with minor changes to drop off points Tranby Lane. Document circulated. Clerk to write to confirm views of the Parish Council. LF
- 6.3 Participation in 2008 Swanland Festival: Boundary Walk was discussed and Councillor May has obtained permission for the walk to take place round land owners property. It was suggested that the groups of people on the walk should be kept to a small number. MM
- 6.4 Wall between Blacksmith's Yard and Swan & Cygnet: Owner of one of the properties has requested progress report. Councillor Sanderson will pass on information to residents. Brewery has informed Councillor Sanderson that the wall was not a high priority. Councillor Fairburn suggested obtaining a quotation for repair to present to Brewery. Councillor Sanderson to follow up. LS
- 6.5 Commemorative plaque to past chairmen: Quotes to be obtained. GC
- 6.6 Community Emergency Plans: Waiting for distribution of newsletter. YD
7. **Footpaths:**
- 7.1 Footpaths: Local Paths Partnership Scheme for 2008 - Breathing Spaces. **It was resolved that** Councillor Sanderson would contact Harry Simpson at East Riding by email in order to make enquiries regarding path in verge on Dale Road. LS
- 7.2 Footpath, West End – No further information received regarding safety barrier. Clerk has written to East Riding to state that this is a safety issue, awaiting reply. **Resolved that** Ward Councillor Abraham would contact Scrutons. JA
- 7.3 Footpath improvements Dale Close: Options given by East Riding that could incorporate points from both. Options include forming parking bays and driveways including those driveways already existing. Suggestions were that as many of the grass verges as possible should be kept and also the possibility of planting more trees where possible. Councillor Dumsday stated that environmentally we do not want to cover everything with concrete. Councillor Fairburn concerned that the parking could in future become a problem such as is now being experienced in Dale Road. Most residents seemed to be in favour of parking bays. **It was resolved that** after much discussion that the final decision would be up to the residents. Clerk to write to East Riding with comments and the Parish Council's decision. All/LF

Dale Road Parking: Cars parking on pavements causing obstructions and preventing disabled people to negotiate the paths with mobility scooters. Area Chantry Way/West End/Dale Road. On street scene. Alternatives all have disadvantages As discussed in the Open Forum. Resolved that it would be left to the Police to make contact with residents. Councillor Fairburn to investigate.

8. News Letter and communication: Waiting for delivery. HG

9. Standards Board: In view of letter received from Standards Board it was resolved to make amendments to standing orders in order to protect councillors. The Planning Advisory Group met to discuss and a draft document has been circulated for comment. Concerns regarding the vulnerability of councillors uppermost. Chairman Chapman to write to Standards boards for agreement. Revised procedures to be accepted by Standards Board. Planning applications to be viewed by Planning Advisory Group with delegation to Clerk for authority to submit comments following consultation with planning members. GC

10. Police Report: To receive report. 7 reports since last meeting.

- **03/3/2008 Theft - Tranby Lane**
- **08/3/2008 Damage - Chantry Way East**
- **13/3/2008 Theft – Dale Road**
- **25/3/2008 Theft from Vehicle – Dale Road**
- **28/3/2008 Theft – Northfield**
- **28/3/2008 Burglary, dwelling – Tranby Lane (sneak in – keys stolen)**
- **04/4/2008 Burglary shed/garage – West Leys Road**

Thefts seem to be from gardens. Residents to be aware.

11. Ward Councillor’s Report: Letter from Ward Councillor Abraham stating that remaining funding received to go ahead with two drainage schemes. This is added to the funding already identified by North Ferriby and Swanland. The two schemes involve improving gullies in the immediate vicinity of the cottages on Brickyard Cottages, Ings Lane and also improvements to the gullies on Swanland Hill and Church Road.

12. Committee Reports:

12.1 Pond: Apologies from Carol Ledgard as unable to attend meeting. Plan and tenders have been circulated. Carol Ledgard has not heard back from Hugh Roberts (Pond Conservation). Request for Parish Council letter of support of lottery application to fund pond reclamation. Carol Ledgard to pass on information.

12.2 Playing Fields: Minutes received from Playing Fields Association and circulated. Report from Councillor Richardson. Harry Sidwell retired from Playing Field Committee. The multiuse games areas start early Sept. Project Manager will do work at cost and has funds to complete that work. Possible grant coming through. Confident that Playing Fields Association will have funds. Volunteers requested for the forthcoming Gala on July 20th 2008. JR

12.3 Village Hall: Valuation from 2008/09 Allianz insurance policy with two copies of signed agreement passed to Village Hall Association. GC/RJJ

12.4 Trees: It was resolved to agree application recommendations.

- Tree Preservation Orders received for 40 West Leys Road (Swanland No. 43)
- 32 West Leys Road (Swanland No. 44). YD/MM
- Removal of damaged lime tree at The Laurels, Tranby Lane. Tree damaged by contractors. Ward Councillor to investigate.

Tree application No.	Address	Details	Recommendations by
STA 5847	25 Hall Park	To fell Atlas Cedar	Approval

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STA 5824	Grange Farm	To fell tree damaged by contractors	Approval
STA 5842	16 St Mary's Walk	Reduce height of trees	Objections

Tree application decisions.

Tree application No.	Address	Details	Decision by ERYC
STA 5749	Calvella, Humber View	Remove lime tree	Granted

13. Planning Applications:

- 08/01460 – Ashford North Drive – Erection of buildings consisting of 12 apartments following demolition of existing building – It was resolved** that the Parish Council completely opposed to blocks of flats. New proposed development involves more flats, higher level and terraces overlooking existing properties. Inspectors report on other applications taken into account. Development design considered to be totally out of keeping with village. Several discrepancies to be brought to attention of Planning Department at East Riding. Single lane access with no room for cars to pass and no defined footpath for 12 flats to discharge onto. Pedestrian/cycle access as well as vehicle access insufficient to take increased volume. Resident has asked for further information regarding discrepancies. Affordable housing needed but needs to be suitable. Parish Council is opposed to splitting of plots. Parish Council letter of objection to East Riding to be sent. Residents written objections requested. Councillor Abraham to keep Parish Council informed of events.

Planning No.	Address	Details	Recommendations
08/00895	The Anchorage, Kemp	Erection of	With conditions
08/00902	Rhuddson, Kemp	Erection of 2 No.	Objections
08/01472	36 Northdale Park	Construction of	Circulating
08/00737	The Laurels, 37	Retention of 2m	Objections
08/00941	3 Wauldby View	Erection of	With conditions
08/00970	Park Lodge, The Park	Erection of single	Approval

		07/07145)	
08/01075	Gilboa 16 Tranby Lane	Erection of two storey dwelling and new access following demolition of existing bungalow	With conditions
08/00986	15 Styles Croft	Erection of conservatory to rear	Approval
08/01096	Heatherton, The Park	Erection of single storey extension	Approval
08/00434	51 Northfield	Erection of first floor extension over existing garage & two storey extension to front	With conditions
08/01430	Southwood, 24 Tranby Lane	Erection of single storey extension to rear	Circulating

14. Planning Decisions by ERYC

Planning No.	Address	Details	Decision by ERYC
08/00186	McColls 19-21 Main	Retention of 1 No.	Withdrawn
08/00235	Rosegarth, West Field	Erection of single	Planning granted
07/07367	2 St Mary's Walk	Erection of	Planning granted
07/06548	Field Farm, Swanland	Change of use of	Planning refused
07/07588	33 Northdale Park	Erection of single	Planning granted
07/07587	Long Meadow, Kemp	Construction of	Planning granted
08/00292	Elsham, West Ella Road	Erection of garage	Planning refused

08/00292	Elsham, West Ella Road	Erection of garage	Planning refused
08/00304	Rivendell 25 Hall Park	Erection of detached garage at front	Planning granted

Resolved to agree the above applications. Proposed Councillor J Stead, Seconded by Councillor May.

15. Appeals:

Planning No.	Address	Details	Decision by ERYC
None to date			

16. Clerks Report:

- 16.1 Training: Parish Places – “Introduction to Design in Context” Chairman and Cllr Stead attended. GC/JS
 ERNLLCA: Training for Councillor Development Programme 2008. Councillor May and Councillor Richardson attending March and April sessions. Councillor May found the training very interesting. Procedures and powers etc were covered. MM/JR
 ERNLLCA membership fees have risen by 9.5% to £601.78 which will be due for Payment by 1st June 2008. Attention drawn to this occurrence in previous ERNLLCA newsletter. This will be included for payment in the May accounts. Letter of confirmation of increase circulating. Resolved to continue with membership in the light of the help and advice given with regard to Standards Board, change of Insurance and the ongoing dispute with NPower.
- 16.2 Allotments: Rents received in March £195.00. One plot given up and the next person on the waiting list contacted who has accepted the plot and registered from 31st March 2008. There are three more rents to collect then all tenants have paid up to date. RJJ
- 16.3 Streetscene: List compiled prior to Walkabout which took place Tuesday 1st April 2008 at 9.30 a.m. with members of East Riding Streetscene Services. List received of the road repairs and the requests regarding signage has been passed to the relevant department at East Riding Council. Copies to all Councillors. RJJ/GC
- 16.4 Insurance: Review. Letter from Internal auditor prior to Annual return recommending Fidelity Guarantee cover. District Auditor recommends that council members are included. As Councillors do not have access to cheques/cheque book this was deemed unnecessary in previous years. The Clerk safeguards the cheque book at all times unless it is with the Auditors. Resolved that there is no need to include councillors under these terms. RJJ
- Clerk has been assured by Allianz that the council is protected under the Fidelity Guarantee & Libel & Slander with regard to the website set up at the end of last year.
 - Premium 2007 was £3884.23 (£2559.13 of this paid by Village Hall leaving 1325.10 paid by the Parish Council)
 - 2008 increase of 189.85 to £4074.08. There will be omission of Village Hall Building, Lift and Partition which will be covered by insurance taken out by Village Hall Association as agreement. Insurance premium payable by Parish Council will be £1346.65. Allianz to be informed of changes.
- 16.5 Risk Assessment: Clerk has updated risk assessment prior to submission to Internal Auditor to cover the website formed in September 2007.. RJJ

- 16.6 Inland Revenue: Clerk attended training for submission of tax returns and National Insurance. Returns submitted on-line. On-line submission is still in pilot stage this year and the council will receive £100.00. Next year on-line submission will be £75.00. No further payments for subsequent years. RJJ
- 16.7 Asset Register: Clerk has reviewed and upgraded register to show increases in values. RJJ
- 16.8 NPower: Clerk has approached Energy Watch who advised the Parish Council to contact NPower Direct and send all copies of letters in connection with disputed invoices totalling £2490.09. No reply to letter to the NPower Business sent April 1st. Further letter with all copies sent to NPower Direct as advised. GC/RJJ
- 16.9 Litter bin: This has been delivered and placement scheduled. MB
- 16.10 Seat on Main Street by Swan & Cygnet: Repairs scheduled.
- 16.11 Road Safety: Surface dressing to be carried out in May to Main Street, Mill Road, West End. RJJ
- 16.12 Street Lighting: Invoice received 4th April for replacement street light No. 6 (£150.00 plus VAT) This will be included in the invoices for payment May 2008. RJJ
- 16.13 Signage to Convenience Store: Clerk has written to McColls with request for change to red "Booze Buster" sign. No correspondence received in connection with this complaint. RJJ
- 17. Accounts: It was resolved** to agree and approve payments. Proposed Councillor Stead and seconded by Councillor May. RJJ
- Credit note received for stationery from Supplies and cheque returned. Cancellation of Cheque no: 101639 dated 4th March 2008 for £32.75.
- Receipt of claim submitted for reimbursement of VAT for the sum of £242.74. Period 6 November 2007 to 5th Feb 2008 – credited to the Precept account.
- Accounts details circulated for information.
- Payments due:
- Invoice not received for replacement litter bin (£370.10 plus VAT).
- Invoice for ERNLLCA due membership 1st June (£601.78) (May payments).
- As stated in Clerk's Contract an upgrade in salary following end of probationary period and completion of basic training - due 1st April. Investment of annual gratuity payment as previously agreed and as indicated below.
- Rent in respect of Playing Fields £3600.00 Invoice received 4/4/08 to be included in May payments.

Payable to:	Item	VAT	Amount	Total
Inland Revenue	NI £9.35 and Income Tax 105.20 (Income tax stated on agenda should read 155.21 making total of £164.56)		164.56	164.56
Clerk's Salary	Spine point 23 Pro rata £19,463.00 (12/37 th = monthly salary of £526.03) Salary £526.03 plus £250.00 use of home (agreed sum) = 776.03 Less 20% Income tax = 155.21 Total £620.82 Plus expenses Stamps 5.76/2.88/2.88 Plus depreciation of personal computer (agreed sum) 250.00. Total £882.34		882.34	882.34
Gratuity payment – 2 months per year	Investment into NS&I		996.16	996.16
Supplies	ER1789087/1789228/1796493/1797096/1791556	13.08	74.68	87.76

	Less Credit note ERC37012			
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- 18. The meeting was closed to the public** in view of the confidential nature of business transacted, it was in the public interest that the public and press be temporarily excluded and were requested to withdraw in order that the Clerk's contracted hours could be discussed. The Clerk also left the meeting.
During the closed meeting it was resolved to raise the Clerk's contracted hours from 12 to 17 hours per week.
- 19. The next Meeting will be held in the Village Hall on Tuesday 6th May 2008 at 7.00 pm subject to confirmation. This will be the Annual Parish Meeting, followed by the Annual Parish Council Meeting and the Parish Council Meeting.**

Date:

Signed: