

Swanland Parish Council

THE MEETING OF THE PARISH COUNCIL
WAS HELD IN THE VILLAGE HALL, SWANLAND
Monday 3rd November 2008 at 7.30 p.m.

MINUTES		Action by
1.	Present: Three members of the public attend the meeting.	
2.	Apologies: Councillor Fairburn & Councillor Richardson, Ward Councillor Gilmour. Councillor Sanderson did not attend.	
3.	It was resolved to agree and accept minutes from meeting held Monday 6 th October 2008 and to agree amendment to Playing Fields, Item 12 of the minutes. "Basic area has been laid" should read "MUGA (Multiple Use Games Area) has been laid". Proposed Councillor Stead seconded by Vice Chairman Burman.	
4.	Declaration of personal or prejudicial interests: Councillor Dumsday – Village Hall and SVA. Chairman Chapman – Allotments. Councillor Stead – Village School.	
5.	Police Report: PC Eglon sent report to inform the Council that three crimes has occurred during the previous month and included items stolen from a car and a boiler from an unoccupied building. "No parking" cones had been placed on the corner of Mere Way to draw driver's attention to the fact that there should be no parking in the area.	
6.	Open Forum: The residents in the vicinity of the village store have reported no change to the reduction in sound from the refrigeration units and have passed a complaint to Environmental Health and the Enforcement Officer. Concerns were raised regarding the removal of traditional and ancient hedgerows in the village. In the Chantry Way/Sykes Close area it was reported that a considerable sized hedge had been cut down. The Wildlife Group queried whether this had been done before bird nesting period was over. See also Item 15 Highways. Discussions regarding the Pond restoration – see Item 11. Manage, West Field Lane - This is going to committee and is being monitored by Ward Councillor Gilmour. Conditions regarding hours of opening and restriction of events bringing in general public could be imposed.	HG
7.	Matters Arising: To receive information on the following ongoing issues and decide further action where necessary.	
7.1	<u>Commemorative plaque to past Chairmen:</u> Difficulties with lettering fonts have been experienced and some amendments have been made. It was resolved that as previously discussed, the months in the terms of office to be removed to alleviate some of the difficulties. The plaque should be hung in the Village Hall by the end of the month. Resolution proposed by Councillor Stead and seconded by Vice Chairman Burman	GC
7.2	<u>Community Emergency Plans:</u> Meeting has been arranged to discuss.	YD/JR/RJJ
8.	Footpaths:	
8.1	<u>Snickett from Main Street to On Hill.</u> To date the overgrown plot adjoining the path has still not been cut. Clerk to contact Larard's again.	RJJ
9.	Newsletter and communication:	
9.1	<u>November edition of Newsletter:</u> It was resolved to agree layout of draft newsletter distributed at meeting. Start of festivities to be added.	RJJ
10.	Ward Councillor's report: Ward Councillor Gilmour was unable to attend.	JA/HG
11.	Pond:	
11.1	It was resolved that a budget of £30.00 for the supply of grain to the Wildlife Group	MB

	<p>would be paid from the Swanland Duck Pond Fund interest received. Proposed Councillor Dumsday and seconded by Councillor Stead. Less grain will be needed in the winter due to fewer visitors to the pond. Bulk storage of grain would not be viable as the damp could make the quality of the grain deteriorate. The Wildlife Group is carrying out arrangements for publicity by the Local Press. It was resolved that the Parish Council would sign and complete bank details on the application for Awards For All to be sent to Hugh Roberts of the Pond Conservation Trust. A meeting with Hugh Roberts of the Pond Conservation Trust, Swanland Wildlife Group and Vice Chairman was held recently to discuss the future of the pond.</p>	
11.2	<p>Festivities by the Pond: Arrangements for Father Christmas on the Pond on 22nd December have been completed. Letters of confirmation have been sent for Steam Organ, roundabout etc. Vice-Chairman to make contact for further arrangements. Authorisation letters from Charities have been received and Street Collection Permit has been granted. Festive Lighting License has been granted.</p>	MB/RJJ
12.	<p>Playing Fields: Chairman has spoken to Playing Field Association in connection with the MUGA (Multiple Use Games Area) and was informed that fencing is still to go up.</p>	
13.	<p>Village Hall: No further problems regarding the sprung flooring have been voiced. Vice-Chairman Burman stated that heating put on intermittently during the year would be sufficient to allay the problem. It was reported by Councillor Dumsday that projected forecasts for the Village Hall seemed good and that regular bookings were continuing.</p>	
14:	<p>Allotments: It was resolved that a car park would be formed at the chalk pit end of the allotments and that Councillor May would survey the area prior to the laying of stone. Proposed by Vice-Chairman Burman and seconded Councillor Stead. Invoice received for hedge cutting and spraying of Plots 11 and 12.</p>	MM/RJJ
15.	<p>Highways: <u>Resurfacing</u> works have already started in Queensbury Way and Chantry Way East. Notices are up in the area. <u>Flooding in cul-de-sac in Northfield</u> – Clerk has heard from Yorkshire Water and received an update. The Water Board have done some work to alleviate the problem but long term it will need a rebuild and this work would be expensive. Residents to contact the Yorkshire Water when there are problems. It was resolved that residents should be contacted so that they are aware of the developments. Clerk to write. <u>Great Gutter Lane</u> – Councillor May informed the meeting that there had been further accidents along the stretch of the road by the woods. There has also been another fatality. Suggestions that more reflective posts should be installed. <u>Hedges</u> - Planting and replacement of hedges on Greenstiles and Beech Hill Road to be checked. Clerk to contact East Riding for advice regarding removal of ancient and traditional hedgerows in the village.</p>	GC/HG RJJ
16.	<p>Area of common Character: It was resolved that investigations to be carried out to see if it is possible to change designation of parts of Swanland to areas of common character as it could influence planning decisions. North Ferriby was successful in a recent change of designation. Part of Tranby Lane and other areas could be included. Chairman Chapman has met with Edward Atkinson in order to discuss. It was agreed that other areas could be taken into consideration. Preservation of 20th Century houses could be included but the procedures are still in very early stages. Chairman suggested that the Ward Councillor should be approached for support.</p>	GC/HG
17.	<p>Tranby Lane Amenity Land: Trees on the land have been inspected and pruning works need to be carried out. As the land is leased, not owned, further investigations to be made for authorisation prior to any works being carried out. Councillor Stead stated that there had not been any comments from the School authorities. Clerk to contact East Riding for advice.</p>	MM/RJJ
18.	<p>Remembrance Sunday: No out door service to be held this year. Vice Chairman Burman to make arrangements for laying of wreath on behalf of Parish Council.</p>	MB

19.	Street Lighting: It was resolved to remain with Service Level Agreement 2 until precept for 2008/2009 agreed. Proposed Councillor Dumsday and seconded by Councillor Stead. Light by pond reported as not being on. Check to be made to see if repair has been carried out.				GC
20.	Tree Applications:				MM/YD
	20.1	Tree applications received:			
		Planning No.	Address	Details	Recommendations by Parish Council
			No new applications		
	20.2	Tree application decisions received:			
		Planning No.	Address	Details	Decision by East Riding
		STA 6080	Plots 3 & 4 St Mary's Walk	Pruning of branches to pines and silver birch	Granted
		STA 6013	River View Grange	Fell cypress, hawthorn and larch and crown lift horse chestnut and maple	Granted
	It was resolved to approve and agree tree applications decisions and recommendations by majority.				
21.	Planning Applications:				P.A.G.
	Draft Interim Planning Document (IPD) on Planning for Renewable Energy Developments received 1 st November and circulated – comments to be returned to ER by Wednesday 17 December 2008. Sustainable Appraisal can be found on website or requested from Forward Planning Unit. The Clerk informed the meeting that a decision had been received regarding Templestowe Chantry Way, erection of detached building for use as garage, garden store & office as Item 21.3.				All
	21.2	Planning Applications received:			
		Planning No.	Address	Details	Recommendations by Parish Council
		08/04583	56 Main Street	Erection of single storey extension	Approved
		08/04741	4 Copper Beech Close	Construction of first floor extension to side incorporating dormer windows to front and rear	Approved
		08/03046	Hall Cottage, North Drive	Amended Plans for construction of new vehicular access	Refusal
		08/04223	10 Meadow Walk	Erection of first floor extensions to front, side and rear	Approved
		08/04580	Riverview Grange, Tranby Lane	Erection of single storey extension to side	Approved
		08/03479	Westfield Farm, West Field Lane	Retention of Manage (Re-submission of 06/08480)	With conditions
		08/04768	The Woodlands, Kemp Road	Erection of 2-storey extension incorporating double garage to side, 2-storey gable feature	Circulating 27/10/08

			extension to front, single storey infill extensions to together with various alterations		
21.3	Planning Application Decisions Received:				
	Planning No.	Address	Details	Decision by ERYC	
	08/03998	Sunnyside, Greenstiles Lane	Erection of extension to side and rear with accommodation in roof space and detached garage to rear following demolition of existing	Refused	
	08/04492	Templestowe Chantry Way	Erection of detached building for use as garage, garden store & office	Granted	
21.4	Planning Application Appeals:				
	Planning No.	Address	Details	Decision by Inspectorate	
	APP/E2001/A/08/2077951	Field Farm, Great Gutter Lane	Construction of garage and change of use of land from agricultural to residential purposes	Planning Inspectorate has allowed the appeal and granted planning permission.	
21.5	It was resolved to approve and agree Planning Application decisions and recommendations. Proposed by Councillor Dumsday and seconded by Councillor May.				
22.	Clerks Report:				
22.1	<u>Certificate of Attendance</u> relating to "Being a Good Councillor Parts 1 & 2" has been awarded to Councillor M May.				
22.2	<u>Commuted sum for Play Area St Mary's Walk.</u> Reply received from East Riding inconclusive and insufficient. Clerk to write again to Commuted Sums Officer requesting further information. Health of Cyprus tree is being monitored.				
22.3	<u>Npower:</u> Clerk requested Statement of Account and as a result it was found that original invoice corresponding with credit note had not been received. It was resolved that payment of invoice for 2007/2008 £701.13 is outstanding and should be paid. Proposed by Councillor Stead, seconded by Chairman Chapman.				
23.	Accounts: Clerk asked if Councillors were satisfied with the information within the circulated Cost Centre Report showing income and expenditure against that anticipated in the budget. It was resolved that information received was satisfactory.				
23.1	Binding of minutes. As agreed at previous meeting the minutes will be kept in a ring binder from the end of the 2008/2009 financial year and once there are sufficient, will be sent to be professionally bound.				
23.2	Transfer of accounts to gain better interest has been carried out. New Business Premium Account incorporates the Old School (Loan Account) and Precept Account . New Business Premium Account balances at today's date are £42379.12 and in SAA Savings Account (Allotments) £1121.23.				
23.3	Precept: Precept 2009/10 request is due. East Riding to be advised by January 1 st 2009: Copies of 2008/2009 Precept circulated.				
23.4	Statements from Barclays Bank received show transfers to higher interest accounts and interest received on existing accounts. Interest Received: Business Premium Account Statement interest received of £8.59 for the period to 14 October 2008				

		Business Base Rate Tracker Account Statement interest received of £24.40 for the period up to 17 October 2008.				
23.5	<p>Half Year Audit: Items addressed following discussions with Auditor and receipt of interim internal audit as circulated Auditor's report:- Matters arising: <i>Item 3</i> – It was resolved to retrospectively agree and approve training of Councillors May and Richardson carried out in March/April and training fees £100.00 payable to ERNLLCA dated 7th April 2008 cheque No. 101647. Receipt received from ERNLLCA. Proposed Councillor Stead and seconded by Vice Chairman Burman. <i>Item 8</i> – It was resolved to agree gratuity amendment as per circulated information. Contract to be amended following Clerk's annual review to be carried out at the next meeting. <i>Item 12</i> – It was resolved to agree that budget monitoring details circulated are acceptable. Cost Centre Reports distributed monthly show income and expenditure against that anticipated in the budget. <i>Item 13</i> – It was resolved to accept and agree contents of Auditor's report and confirm that report has been considered and appropriate action has been taken. Auditors summary – "On the basis of the work carried out I remain satisfied that the accounts of the Council are adequately maintained by the clerk. There are no other significant areas of concern to which the attention of Council need to be drawn at this time". Proposed by Councillor Dumsday and seconded by Vice Chairman Burman.</p>					
23.6	<p>Clerk's Review: It was resolved that relevant information to be passed to Councillors Stead, Richardson and Fairburn to carry out review prior to December meeting.</p>				JS/JR/LF	
24.	Payable to:	Item	VAT	Amount	Total	RJJ
	R Jordan-Jackson	Salary £744.60 less Tax £149.00 = 595.60 Plus Stamps £15.12 (2 months supply) = £610.72		610.72	610.72	
	HM Customs & Excise	Tax £149.00 NI 37.32		186.32	186.32	
	A Johnson	Interim audit of accounting records		108.86	108.86	
	AI & KI May	Flail mowing/Hr Hedges and spraying Plots 11 & 12 for horsetails	9.80	56.00	65.80	
	Supplies	Copy paper	2.12	12.10	14.22	
	NPower	2007/2008 electricity	33.39	667.74	701.13	
	Total Payable for October Invoices: £1687.05					
24.1	<p>It was resolved to agree and approve accounts and payments. Proposed Councillor Stead and seconded by Councillor Dumsday.</p>					
25.	<p>The next meeting will be held 1st December 2008 at 7.30pm in the Village Hall subject to confirmation.</p>					