

# Swanland Parish Council

**MINUTES TO THE MEETING OF THE PARISH COUNCIL  
HELD in THE VILLAGE HALL, SWANLAND  
1st September 2008**

MINUTES		Action by
1.	<b>Present:</b> Vice Chairman Burman, Councillors May, Stead, Richardson, Fairburn, Ward Councillor Gilmour.	
2.	<b>Apologies:</b> Chairman Chapman, Councillor Sanderson , PC Eglen	
3.	<b>It was resolved to agree and accept minutes from meeting held on 7<sup>th</sup> July 2008.</b> Proposed: Councillor Stead Seconded Councillor Dumsday.	
4.	<b>Declaration of personal or prejudicial interests:</b> Councillor Dumsday - Swanland Village Association and Village Hall. Ward Councillor Gilmour -Swanland School. Councillor Stead - School and Swanland Village Association.	
5.	<b>Police Report:</b> PC Eglen on annual leave.	
5.1	Reported crime 7 <sup>th</sup> July to 3 <sup>rd</sup> August – Total 6 for this period. Mainly Garden thefts. It was suggested by the police that residents take measures to secure garden furniture.	
5.2	Reported crime for August to September – One crime only this month. Clerk received complaint regarding parking in front of the Post Office. This was passed on to PC Eglen who has forwarded this to the Community Officer, Danny Crammack.	
6.	<b>Open Forum:</b> 9 people were present at the meeting. A request was made for a large simple sign to be erected asking visitors not to feed the ducks on the pond. Carol Ledgard of the Swanland Wildlife Group has temporary posters. Once they receive the pond grant they will have some permanent posters made. Several suggestions were made as to the placement of the posters. Free grain is available at various places in the village. Comparisons were made between Swanland and Walkington ponds. Residents thanked the SVA, Councillor Dumsday and Mrs Rogerson for their involvement in the organisation of Swanland Festival. Thanks also expressed to the Parish Council for their involvement in a successful Boundary Walk as organised by Councillor May. There were over 3000 visits to these events during the Festival week.	
7.	<b>Matters Arising:</b> To receive information on the following ongoing issues and decide further action where necessary.	
7.1	<u>Standards Board:</u> It was resolved that there would not be any point pursuing the arguments raised. East Riding Democratic Services staff have changed and Vice-Chairman Burman expressed a hope that the system in position at this time would be sufficient to cover general concerns.	All
7.2	<u>Village Store:</u> Application for acoustic housing to refrigeration units granted. Residents sent thanks for the Parish Council's support. A standard has been set for the acoustic housing and this should resolve the problem.	
7.3	<u>School Safety Zone:</u> Construction of drop-off point on Tranby Lane almost completed. Councillor Fairburn will check to see if original plan has been followed.	LF
7.4	<u>Swanland Festival:</u> This was discussed in the Open Forum as above.	YD/MM
7.5	<u>Wall between Blacksmiths Yard and Swan &amp; Cygnet:</u> Report to be given at the next meeting.	LS
7.6	<u>Commemorative plaque to past Chairmen:</u> Completed and waiting to hear from the Parish Council regarding the lettering. Request for Chairman Chapman to make contact with Messrs Calvert on his return from leave.	GC
7.7	<u>Community Emergency Plans:</u> Meeting arranged and in hand. Report to come at next months Parish Council meeting.	YD
8.	<b>Footpaths:</b>	
8.1	<u>Footpath West End:</u> Safety barrier has now been installed.	

<b>9.</b>	<b>Newsletter and communication:</b>		JR/YD/RJJ
	<b>9.1</b>	It was resolved to send out a November Newsletter which could include a Christmas message. Clerk had discussed non-deliveries with Letterbox who have agreed to cover those not previously included. An increase in number of printed newsletters to cover additional housing will be necessary with the next issue.	All
<b>10.</b>	<b>Ward Councillor's report:</b> Councillor Gilmour had received information that work to Ménage on Westfield Farm had commenced and that the noise from the works was causing a disturbance in the area. Original application was refused.		HG
<b>11.</b>	<b>Pond:</b>		
	<b>11.1</b>	<u>Swanland Wildlife Group held Pond Awareness Day</u> in conjunction with the Swanland Village Association. The Group felt that it was a very successful day. Computer generated pictures of how the pond could look were on view and it was hoped that a future exhibition could be held. The Group is still waiting to hear from Pond Conservation Trust with regard to grant application.	
	<b>11.2</b>	<u>Pollution:</u> It was reported that diesel from the road works had washed into the pond during the rainstorms and caused pollution. Report from Swanland Wildlife Group circulated. Members of the Parish Council and Wildlife Group cleared the spillage with equipment provided by East Riding Council. Carol Ledgard of the Wildlife Group has been in contact with Highways who has supplied a pollution kit which will be kept in the Village Hall in case of further occurrences. The group was informed that an alternative method of cleaning road works vehicles had been investigated but this was found to be too expensive. They were also told that a directive has been sent to workforces to take care when working near ponds. Application for a grant from Awards for All includes supply of gabion basket to trap road run-off.	
	<b>11.3</b>	<u>Channelling of water from Village Hall roof into pond.</u> Wildlife Group applying for WREN grant to channel water from VH roof. The group has received an estimate of costs.	
	<b>11.4</b>	<u>Father Christmas on the Pond:</u> Possible date for event to be Monday 22 <sup>nd</sup> December – to be confirmed. Ex-councillor John Gaze will be asked to be Father Christmas again.	
<b>12.</b>	<b>Playing Fields:</b> Permission received for a “one-off” car boot sale at the Swanland Playing Fields and information passed to the Association members. Minutes of Playing Field Association circulated. Construction of multigame area to start Monday 8 <sup>th</sup> September followed by erection of metal surround in approximately a months time. Councillor Richardson reported that there were no funds for lighting as yet but may be able to use part of annual grant from Parish Council. The Playing Fields Association has arranged a further meeting to discuss.		JR
<b>13.</b>	<b>Village Hall:</b>		
	<b>13.1</b>	Report regarding new valuation received: Letter received from LMS Partnership stating that a figure of £1,100,000 for insurance purposes should be considered. A copy of this was passed to the Village Hall committee who have arranged a meeting with their insurance company to discuss. The Parish Council will be informed of the outcome.	MB
	<b>13.2</b>	It was resolved to agree retrospective request for installation of new boiler in kitchen to replace existing. Proposed Councillor Dumsday. Seconded: Councillor May	
<b>14:</b>	<b>Allotments:</b> Plots 11 and 12 which are affected by horsetails have been sprayed several times. Hedge cutting will be carried out shortly. Another applicant for a plot has been received making a total of 15 on the waiting list.		MM/RJJ
<b>15.</b>	<b>Parking:</b> Problems experienced by residents of Haldenby Court. Ward Councillor Gilmour says that parking has been discussed and that installation of a mirror would not be acceptable. Parking outside the Post Office. Complaint from resident has been passed to the Police (See Police Report) Vice Chairman Burman has discussed this with the Postmistress who is most concerned. Cars are being parked on double yellow lines for long periods and this could result		

	in loss of business for the Post Office.			
<b>16.</b>	<b>Seats:</b> Damaged seat has been removed. It was hoped that funds from the commuted sum could be used to pay for a replacement. (See Clerk's Report Item 19.3). All other seats in good order. The Vice Chairman suggested that quotes for replacement seats could be made locally.			
<b>17.</b>	<b>Tree Applications:</b> <b>17.1 Long Meadow, Kemp Road STA 3096/2003:</b> Replacement of trees dating back to felling that took place in 2003 to be investigated.			MM/YD
	<b>17.2 Trees under power lines, Occupation Lane:</b> Chairman and Vice-Chairman met Fountain Support Services on site to discuss cutting back of trees away from power lines. Permission to cut has to come from Parish Council. Cost of pruning is covered by electricity board. Councillor May suggested that cherry and ash could be cut back without losing the trees. He also suggested that any replacement should be with trees that can be pollarded.			MM/MB.
	<b>17.3 Tree applications received:</b>			
	Planning No.	Address	Details	Recommendations by Parish Council
	STA 6024	Grange Farm	Fell & prune various trees	No objections – replacement of felled tree requested
	STA 6064	25 West End	Fell 3 trees	No problem at present. Could be done at later date.
	STA 6080	Plots 3 & 4 St Marys Walk	Fell /prune silver birch & pines	Plot 3 - No objections to branches 1, 2, 3 Object to removal of branch 4. Plot 4 Objections
	STA 6065	The Laurels 37 Tranby Lane	Fell and prune various trees	Comments for various trees on plot 2 have been sent to ER.
	<b>17.4 Tree application decisions received:</b>			
	Planning No.	Address	Details	Decision by East Riding
	STA 6015	Quintiles, 5 On Hill	Fell Ash (leaning over)	Granted – replacement within 2 years.
	STA 5965	Long Meadow, Kemp Road	Fell beech trees	Refused.
	STA 6003	60 Manor Road	Fell Lime	Refused.
	STA 6014	Redwood, Tranby Lane	Fell Sycamore (Hollow trunk)	Granted – replacement within 2 years.
	STA 6027	Woodlands, 29 Tranby Lane	Remove lower branches (there were no objections from the Parish Council)	Granted.
	<b>It was resolved to approve and agree tree applications and decisions:</b> Proposed: Councillor Stead. Seconded: Councillor Fairburn			
<b>18.</b>	<b>Building Applications:</b>			GC/MB/JS
	<b>18.1 Building Applications received:</b>			
	Planning No.	Address	Details	Recommendations by Parish Council

	Lodge)	dwellings following demolition of existing dwelling.	conditions	
08/03493	Lyndhurst, Chantry Way	Erection of conservatory to rear	Approval	
08/03288	Staddlestones Garth, 46 Tranby Lane	Outline – Erection of 2 No. dwellings (siting and access to be considered) Area of Common character.	Circulating 17/8/08 Extra week given, due in September 12th.	
08/03929	Tarbroek 23 On Hill	Erection of conservatory	Approval	
08/03046	Hall Cottage North Drive	Construction of access drive	Objections	
<b>18.2 Building Application decisions received:</b>				
Planning No.	Address	Details	Decision by ERYC	
08/02559	36 Greenstiles Lane	Erection of conservatory	Granted	
08/02473	The Laurels, 37 Tranby Lane	Amended gate position Plot 1, retention of wall and fence between plots and construction of additional hard landscaping including raised planters.	Granted	
08/02338	Whatcroft 8 On Hill	Erection of extension above existing garage and 2-storey glazed link to existing property	Granted	
08/02515	33 Dale Road	Creation of vehicular access at front	Granted	
08/02511	Swanland Primary School	Erection of single storey extension to front	Granted	
08/01729	McColls 19-21 Main Street	Retention of air conditioning unit and 2 remote chiller units and installation of acoustic enclosures over chiller units.	Granted	
08/02729	36 West Leys Road	Erection of single storey extension to rear following demolition of existing conservatory	Granted	
08/02551	Land adjacent to Blue Cedars 4 Humber View	Erection of 1 No. dwelling	Refused	
08/02878	17 Easenby Close	Erection of single storey extension to side and rear	Granted	
<b>18.3 Building Application Appeals:</b> Ashford North Drive Appeal - Resident writing to villagers for support. SVA and Wildlife Group have offered support. <b>It was resolved that</b> the Village Design Statement should be included on the Parish Council website in order that it is made accessible to all concerned about changes to the village. Proposed: Councillor Dumsday. Seconded: Ward Councillor Gilmour.				
Planning	Address	Details	Decision by ERYC	

	No.				
	APP/E2001/A/07/20607 52/NWF	Former Reservoir, Woodgates Lane, North Ferriby	Conversion to residence	Appeal Refused by Inspectorate	
	APP/E2001/A/08/20827 98/NWF	08/01460 – Ashford, North Drive	Erection of No. 4 Buildings consisting of twelve apartments following demolition of existing building	Circulating	
<b>18.4 It was resolved to approve and agree Building Application decisions.</b>					
Proposed: Councillor May			Seconded: Councillor Stead		
<b>19.</b>	<b>Clerks Report:</b>				RJJ
19.1	<p><u>ERNLLCA</u>: Councillors can look on ERNLLCA website to see forthcoming training and should then inform Clerk in good time for agreement by the Parish Council and raise cheque to cover costs.</p> <p>Finance training for clerks is to be carried out in October to cover annual returns, and internal audits. Clerk is to speak on computerised accounting. Cost of training will be £30.00. It was resolved that a cheque could be raised at the October meeting.</p>				
19.2	<p><u>Tranby Lane Amenity Land</u>: Letter received from East Riding stated that a 3-yearly review for an increase in rent had not been addressed since 2002. Clerk disputed payment of arrears of £480. The increase will not now be due until 2010. All other terms will remain in accordance with the current lease.</p>				
19.3	<p><u>Commuted Sum</u>: Clerk has received response from East Riding to say that there is no further finance available with regard to St Mary's Walk (Manor Walk). Further inquiries are to be carried out.</p>				
19.4	<p><u>Flooding Northfield</u>: Further correspondence sent to East Riding to try to resolve the flooding problem. Resident stated that flooding has become increasingly worse in the last 4-5 years. Clerk has contacted residents who have taken photographs of flooding and these have been passed to Mr Hannah at East Riding Highways. Copies have also been sent to the Local Action Team who will be in contact.</p>				
19.5	<p><u>NPower</u>: Clerk still disputing 2 small invoices. Demand for payment of an invoice was received for which there was a credit note for a larger amount. The Clerk also disputes this demand.</p>				
19.6	<p><u>Street Lights</u>: The missing light on West Leys Road has now been replaced. Clerk has informed CE Electric that replacement took place 1<sup>st</sup> June 2008.</p> <p>A question was raised as to whether some of the street lights could be switched off during the night to make savings. Following investigations it was found that this was not possible.</p>				
19.7	<p><u>Signs</u>: Booze Buster sign on village store. Clerk has written to McColls to request reply to original letter regarding the sign. No reply received to date.</p>				
19.8	<p><u>Hedges</u>: A letter has been written in response to a query by resident regarding the hedge on the corner of Tranby Lane and Kemp Road. The hedge is cut at regular intervals and is one of the old hedges in the village. The cause of accidents seems to be the speed of the traffic coming from West End down Tranby Lane, not the location of the hedge.</p>				
19.9	<p><u>Graffiti</u>: Clerk contacted company and the cleaning kit has been passed to the Village Hall Chairman.</p> <p>Graffiti on two seats in the village reported. On investigation a good Samaritan had already cleaned it off. Whoever did it, thank you very much.</p>				
19.10	<p><u>Newton Thorpe Flats</u>: Telephone request for support received from resident regarding extensive repairs/rebuild of flats and the possible re-housing of occupants while work is being carried out. Following contact with company concerned it was found that procedures all seem to be in order. If Flats to be replaced then the building</p>				

		application will be reviewed in the usual manner.			
19.11		<u>Lorries on Woodgates Lane</u> : A complaint received from resident regarding movement of lorries during early hours of the morning causing a disturbance. The clerk made enquiries regarding a license to operate an HGV from any premises. The request for a licence is advertised in the local paper 21 days prior to application to allow interested parties to comment or object. Details passed onto the resident should they wish to carry their complaint further.			
19.12		<u>Local Action Team</u> : Chairman and Clerk attend recent meeting. The flooding at Northfield has been brought to their attention. Local LAT representative is Andy Wilds, as Swanland resident who would like to attend the next Parish Council meeting in October.			
19.13		<u>Parish Council Liaison Meeting</u> : To be held in October three representatives from Council to attend and places have been booked.			
<b>20.</b>		<b>Accounts</b> : Cost Centre Report circulated prior to meeting. <u>Public Works Loan Board</u> : Request from Clerk to raise cheque for payment of Village Hall Loan which is due 24 <sup>th</sup> September 2008. Two weeks notice has been given to the bank and the invoice will be paid 15 <sup>th</sup> September. It was resolved that this would be included in the payments for September. Amendment to purchase of grain payment to show VAT content.			
20.1		<u>North Ferriby Church increased maintenance costs</u> : The Parish Council was notified of a 50% increase in maintenance costs by North Ferriby Church. Swanland Parish Council has not budgeted for increase this year. Costs would rise from £500 to £750. This to be discussed for the next year's budget			
20.2		<u>Minute Book replacement</u> : Request from Clerk to purchase a new minute book as the present book is almost full. Cost will be £114.95 plus VAT £20.11 Total £135.05. As a matter of good practice Clerk has investigated to see what other parishes do and has looked into costs of other methods of keeping the minutes. Minutes can be kept in a ring binder consecutively numbered and then professionally bound at the end of a period at a cost of approximately £60.00 depending on the size. It was found that some parishes did this annually so therefore it would be more expensive. As the existing minute book holds approximately 3 years of minutes it will be cheaper to stay with present method of record keeping.			
	<b>Payable to:</b>	<b>Item</b>	<b>VAT</b>	<b>Amount</b>	<b>Total</b>
	R Jordan-Jackson	September salary 744.60 less 20% tax 149.00 = 595.60 Expenses Stamps July 13.50 Expenses Stamps August 7.56		616.66	616.66
	Inland Revenue	Tax September 149.00 National Insurance contributions August 37.32		186.32	186.32
	G Latter	Website Maintenance		75.00	75.00
	Easily Ltd(G Latter)	Annual renewal of virtual server	2.97	16.99	19.96
	Kingston Communications	Clerk's phone	4.57	26.17	30.74
	Village Hall	2 Street Lights		27.52	27.52
	Audit Commission	Audit fees for 2008	70.00	400.00	470.00
	Y Dumsday (SAPS Cottingham)	Grain for Duck Pond	.75	4.26	5.00
	Public Works Loan Board	Village Hall Loan Repayment		19182.50	19182.50
	<b>Total expenditure for September 2008</b>		<b>£78.28</b>	<b>£20535.42</b>	<b>£20613.70</b>

	<b>It was resolved to agree and approve payments for September.</b> Proposed: Ward Councillor Gilmour. Seconded: Councillor Dumsday	
	The meeting closed at 9.15 p.m.	
<b>21.</b>	<b>The next meeting will be held 6<sup>th</sup> October 2008 subject to confirmation.</b>	