

Swanland Parish Council

**THE MEETING OF THE PARISH COUNCIL
WAS HELD IN THE VILLAGE HALL, SWANLAND
ON
6th July 2009**

Minute No.	Item No.	MINUTES	Action By
078	1.	Present: Chairman Chapman, Vice Chairman Burman, Ward Councillor Abraham, Councillors May, Dumsday, Sanderson, PCSO Cammack	
079	2.	Apologies: Ward Councillor Gilmour, Councillors Richardson, Fairburn, Stead	
080	3.	It was resolved to agree and accept minutes from the meeting held on Monday 1st June 2009 as a true record. Proposed: Vice Chairman Burman Seconded: Councillor May	
081	4.	Declaration of personal or prejudicial interests: Chairman Chapman –Allotments (PS) Councillor Dumsday – Village Hall, SVA (PS), Councillor May – Planning Application 09/2165(PS)	
082	5.	Police Report: PCSO Danny Cammack attended to discuss crime statistics and proposed traffic and parking scheme. He is proposing to have a day with the public, organisations and shop owners to discuss the problem of parking in the village and hear their opinions. This could take place in August. The main problem areas will be discussed with a view to finding a solution. Parking along Dale Road is again causing concern. Difficulties have been experienced by parents with buggies and wheelchair users. Police are concerned for the safety of pedestrians. If a meeting is to be arranged for discussion the Parish Council requested that they wish to be involved. 8 crimes in the area between 5 June and 3 rd July Theft/burglary (sheds & garages mostly), criminal damage and fear or provocation of violence. The plants stolen from the area have been retrieved and most have been collected by owners. Thanks were expressed to PCSO Cammack for his help and involvement.	
083	6.	Open Forum: 5 members of the public. Ms Ledgard of the Swanland Wildlife Group expressed her concerns regarding the appearance of new large ducks on the pond as they are causing considerable damage. Preventative measures have been taken and Ms Ledgard will approach bird and animal sanctuaries with a view to possible removal of the larger ducks. Vice Chairman Burman stated that once the ecology of the pond matured and settled following the recent reclamation works the ducks would not be able to do so much damage. It was resolved to wait until September before taking further steps. A resident enquired about the progress regarding the school footpath. Chairman Chapman read out details from report in which it stated “The Western Area Planning Sub-Committee notes the Secretary of State decision and those arrangements for a Definitive Map Modification Order is made as soon as possible to comply with the Secretary of States direction. Members asked that it be noted that they expressed that the DMMO Order and a diversion order be made together such that both could be considered simultaneously at any future public enquiry”. (Item 8.2)	
		Matters Arising: To receive information on the following ongoing issues and decide further action where necessary:	

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		action where necessary.		
084	7.	7.1	Village Signs: Signs were due in June but change of manufacturer has caused delay. Some funds towards costs of further signs were raised through garden party.	
		7.2	Swanland Village Association: Nothing to report at this time.	
		7.3	Area of Common Character: Cabinet meeting, this took place 16th June 2009 and it was resolved that consideration be given to the creation of a new conservation area in Swanland as parts of the settlement are considered to have a special character and appearance that would warrant such additional protection. Clerk has written to Mr Atkinson at East Riding to thank him for his help and request any further information.	
		7.4	Community Emergency Plans: Meeting to be arranged during August to finalise. Councillor Dumsday suggested street theatre to get people involved.	YD/JR
		7.5	Flagpole: This project will not be proceeding.	
085	8.	Footpaths:		
		8.1	Dale Road Footpath: East Riding has informed the Parish Council that funding for the footpath is being pursued through "Leader Plus" initiative. Request to East Riding for further information.	MB
		8.2	Swanland School Footpath: This was discussed in the open forum (Item 6).	
086	9.	Newsletter and Communication:		
		9.1	Newsletter: Ward Councillor Gilmour is on holiday. Newsletter in progress.	HG
087	10.	Ward Councillors Report:		HG/JA
		Ward Councillor Abraham stated that all items for her attention had been covered.		
088	11.	Pond: It was requested that a donation of £10 from the A4A grant fund should be given to the Guides for the attendance at the Pond Reclamation Days of their first aider. Clerk to write to A4A for permission to use funds.		RJJ
		11.1	Progress: Thanks were given to the people of Swanland for their hard work and involvement during the Pond Reclamation. Councillor May stated that the gabions are working by filtering the road water running into the pond. Once the reed bed matures this will aid water purification. The condition of the water will be monitored. Ms Ledgard of Swanland Wildlife Group has written to the ecologist and given a report. It was resolved that a lectern type information board would be the most suitable. Ms Ledgard will obtain quotes. It was resolved that the position of the board would be at the Pump House end of the pond and that if further decisions are necessary, they will be carried out by email as there is no Parish Council meeting until September and there are time restrictions on manufacture. Work has been started on pamphlet. Ms Ledgard is investigating purchase of pond dipping equipment.	
		11.2	Changes to expenditure: Confirmation received from A4A that it would be in order to include refreshments and first aid equipment. This will be added to the final cost report. All invoices to be in before 23 October so that they can be passed for payment at November meeting and report sent to A4A.	

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089	12.	Playing Fields: Minutes in circulation.			
090	13.	Village Hall: An invite was extended by Councillor Dumsday for members to attend the Village Hall AGM 29 th July 7.00pm.			
091	14.	<p>Allotments: It was resolved that the plots would be too small if split to accommodate the long waiting list therefore they must remain as full plots.</p> <p>Plots 11 and 12 will be offered shortly to the next people on the waiting list. The future plot holder will be made aware of the problems of the Mare's Tail weed and changes to agreement will include extra specific conditions.</p> <p>Allotment holder has set up a blog so that plot holders can exchange information and help to others on the allotment. It was resolved that the clerk could pass on information regarding the length of the waiting list.</p>			RJJ
092	15.	<p>Highways and lighting:</p> <p>The wall between the Swan & Cygnet has been completed and the Clerk will write to Marstons Brewery to thank them for the way they have built the wall.</p>			RJJ
		15.1	The clerk has contacted East Riding and requested that the testing of the street lighting should be carried out. The works have been programmed and the clerk will be sent a report.		
		15.2	Blocked gulley Kemp Road: Highways have been informed and the situation is being monitored.		
093	16.	Seats: Funds are slowly building up for replacement seats in the village, but this will take some time.			
094	17.	Tree Applications:			
		17.1 Tree Applications Received:			
		Planning No.	Address	Details	Recommendations by Parish Council
		STA 6414	7 St Mary's Walk	Fell diseased tree – (This is the same as STA 6432 below)	Approval
		STA 6449	Heatherton, The Park	Works to 3 sycamore, beech, yew.	Felling of diseased beech approved. Tree to be replaced. Objections to felling of 2 sycamore.
		17.2 Tree Applications Decisions Received:			
		Planning No.	Address	Details	Decision by East Riding
		STA 6391	Copper Beech Close	Fell beech diseased tree	Tree work granted. Tree to be replaced.
		STA 6432	7 St Mary's Walk	Fell Pine in poor condition	Tree work granted. Tree to be replaced.
		It was resolved to accept and agree tree applications.			
		Proposed: Councillor Sanderson Seconded: Vice Chairman Burman			
095	18.	Planning Applications: Correspondence has been received for planning applications to be sent by email in order to reduce costs of postage etc. Clerk to write with reference to receipt of plans. It was agreed that it would be difficult to appraise the applications on line.			RJJ

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18.1 Planning Applications Received:				
Planning No.	Address	Details	Recommendations by Parish Council	
09/01695	47 Chantry Way East	Erection of extensions to front and rear dormer windows	Approval	
09/00666	Humberdale, Tranby Lane	Erection of steel portal framed grain store following removal of existing	Approval	
09/01583	Land south of Appletrees, 253 West Ella Road, Kirk Ella	Erection of 1 No. Detached dwelling and garages	Objections	
09/01691	8 Sykes Close	Erection of sun lounge to rear	Approval with conditions	
09/01824	36 West End	Erection of single storey extension to side, two storey extension to rear and other alterations following demolition of existing	Refusal	
09/01992	116 Main Street	Erection of porch and associated pitched roofs over existing bay windows to front	Approval with conditions	
09/01963	2 Greenstiles	Erection of 1M high perimeter garden wall with railings and piers to 1.8m together with section of block paving in garden	Refusal	
09/02192	Park Lodge, 26 West Leys Road	Erection of 1 No. Dwelling	It was resolved to recommend refusal	
09/02165	Sunnyside, Greenstiles Lane	Erection of 1 dwelling following demolition of existing.	It was resolved to recommend refusal with conditions	
09/02198	35 West Leys Road	Erection of 2-storey and single storey extension to rear	It was resolved to recommend refusal.	
18.2 Planning Application Decisions Received:				
Planning No.	Address	Details	Decision by East Riding	
09/01329	Keld, Chantry Way	Erection of detached garage	Planning granted	
09/00961	21 Main Street	Retention of satellite dish to side	Planning granted	
09/01678	52 Dale Road	Erection of 2-storey extension to side following demolition of existing garage and carport and construction of pitched roof over existing side extension	Planning granted.	
18.3 Planning Application Appeals:				
Planning No.	Address	Details	Decision by East Riding	
08/02551-APP/E2001/A/09/2096428	Land adjacent to Blue Cedars, 4 Humber View	Erection of 1 No. dwelling	Appeal dismissed	
08/03288 – APP/E2001/A/2097555	Staddlestones Garth, 46 Tranby Lane	Erection of 2 No. dwellings - Outline	Appeal dismissed	

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		It was resolved to accept and agree planning applications. Proposed : Councillor Dumsday Seconded: Councillor Sanderson		
096	19.	Clerks Report:		
		19.1	Dale Close Improvement: One replacement tree in the close will be an Acer which will be planted in a tree pit. Clerk has written to ask if replacement of the other two trees that were taken out could be planted along Dale Road and have asked if they could be beech or oak. Clerk to enquire whether the trees to be removed at the Swanland roundabout when the road improvement scheme takes place could also be placed along Dale Road.	RJJ
		19.2	Pest Control: Representative has been to visit Clerk and the records book will be kept at her house and documentation of visits etc will be logged. Clerk was informed that visits to the pond are normally on a Monday.	
		19.3	Hedge Woodgates Lane/Mill Road: This was reported to East Riding. The hedge has been trimmed.	
		19.4	Planning enforcement matters: Retention of satellite dishes on Main Street, Swanland. The 2 satellite dishes have been considered and the decision by East Riding is to take “no further action” has been made. The siting and size of the dishes on the edge of the conservation area does not detract from the street scene and is in keeping with similar decisions taken last year.	
		19.5	Hedges Greenstiles Lane: Awaiting further information from Planning Enforcement Officer Steve Watson. A retrospective planning application is to be submitted reference the fence at No 12.	
		19.6	Refuse Bin Behind butcher’s shop: The clerk has contacted ER and it has been agreed to keep the refuse bin solely for the purpose of the street cleaners and gardeners. The shops have made arrangements for disposal of their own waste.	
		19.7	Mere Flats Parking: It has been agreed by the Housing Department to allow the turning circle to be a parking area and parking places have been marked out.	
		19.8	Risk Assessment: Councillor Sanderson and Clerk will complete the new updated risk assessment.	LS/RJJ
097	20.	<ul style="list-style-type: none"> • Training: Clerk has three training sessions programmed. VAT workshop and HMRC On-line- no charge. Meeting Procedure (refresher) - £30.00. • Campaign to Protect Rural England (CPRE) Workshop for Planning System, North Ferriby 1st July. Councillor May and Councillor Dumsday attended and a date for all to receive information to be arranged. • ERNLLCA Training – The Role of the Councillor • ERNLLCA Training – Local Council Finance – Councillor Richardson will attend. • ERNLLCA Training – Meeting Procedure- Clerk (refresher) • Annual Training Conference Scarborough. 		RJJ
098	21.	Consultations and Correspondence:		RJJ
		21.1	Tackling anti social behaviour in our community (circulated 8/6/09): Documents noted. Ward Councillor Abraham stated that problems should be telephoned (not emailed) in order that incidents are logged.	
		21.2	Briefing paper on Local Democracy, Economic Development & Construction Bill (Emailed): Documents noted.	

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		21.3	ERNLLCA – Submission of resolutions 2009 AGM – Documents noted.																																									
		21.4	ERNLLCA – District meeting at South Cave 8 th July. Documents noted.																																									
		21.5	Parish Councils Flood and Coastal Risk Management. East Riding does not want to continue maintenance to river defences. Clerk to write. Ward Councillor Abraham stated that although Swanland may not necessarily suffer from flooding, residents could be affected due to travelling to and from the areas involved.	RJJ																																								
099	22.	<p>Accounts: It was resolved to agree and approve payments and circulated Cost Centre Report. Summary from Internal Auditor: “On the basis of his examination of the councils accounts the internal auditor is satisfied that the records as presented continue to be well maintained and are free from material error. There are no other matters of significant concern that need to be drawn to the attention of the council at this time”.</p> <ul style="list-style-type: none"> • RBS end of year figures agree with internal auditor. • Over-claim of 12.33 VAT has been adjusted. • New coding has been carried out to itemise A4A receipts and payments. <p>Proposed: Councillor Dumsday Seconded: Vice Chairman Burman</p>																																										
		22.1	<p>Receipts: Bank Interest received Business Premium Account 31 May £1.65. Interest received Swanland Pond Bird Fund £4.77. Interest received Allotment Account 0.10. VAT refund 19/2/09 – 31/3/09 received £534.92 (24/6/09). Total Receipts this month: £541.44</p>																																									
		22.2	<p>Payments: July 2009</p> <table border="1"> <thead> <tr> <th>Payable to:</th> <th>Item</th> <th>VAT</th> <th>Net</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>R Jordan-Jackson</td> <td>Salary 790.73 less 20% income tax 158.00 Expenses (Stamps)</td> <td></td> <td>632.73 4.68</td> <td>637.41</td> </tr> <tr> <td>HM Revenue & Customs</td> <td>Tax 158.00 NI 40.28</td> <td></td> <td>198.28</td> <td>198.28</td> </tr> <tr> <td>NPower</td> <td>Invoices for Xmas Lights & Street lighting Less Credit Note</td> <td>76.12 5.80</td> <td>1192.19 121.71</td> <td>1146.60</td> </tr> <tr> <td>RBS Software Solutions</td> <td>Annual Maintenance</td> <td>11.85</td> <td>79.00</td> <td>90.85</td> </tr> <tr> <td>DMH Solutions</td> <td>LCRS Risk Assessment upgrade</td> <td>3.48</td> <td>23.19</td> <td>26.67</td> </tr> <tr> <td>Yorkshire Water</td> <td>Water supply allotment 1/4/09 – 30/6/09 first quarter</td> <td></td> <td>45.71</td> <td>45.71</td> </tr> <tr> <td>CPRE</td> <td>Attendance fees for 2 members for workshop MM/YD</td> <td></td> <td>30.00</td> <td>30.00</td> </tr> </tbody> </table>	Payable to:	Item	VAT	Net	Total	R Jordan-Jackson	Salary 790.73 less 20% income tax 158.00 Expenses (Stamps)		632.73 4.68	637.41	HM Revenue & Customs	Tax 158.00 NI 40.28		198.28	198.28	NPower	Invoices for Xmas Lights & Street lighting Less Credit Note	76.12 5.80	1192.19 121.71	1146.60	RBS Software Solutions	Annual Maintenance	11.85	79.00	90.85	DMH Solutions	LCRS Risk Assessment upgrade	3.48	23.19	26.67	Yorkshire Water	Water supply allotment 1/4/09 – 30/6/09 first quarter		45.71	45.71	CPRE	Attendance fees for 2 members for workshop MM/YD		30.00	30.00	
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			ERNLLCA	Local Council finance course fees 29 Oct JR		30.00	30.00			
			ERNLLCA	Meeting procedure course fee 15 th Oct RJJ		30.00	30.00			
			Swanland Village Hall	Electricity for two street lights		19.11	19.11			
			Total July General invoices	£2254.63						
		22.3	August Payments							
			R Jordan-Jackson	Salary 790.73 less 20% tax 158.00		632.73	632.73			
			HM Revenue & Customs	Tax 158.00 NI 40.28		198.28	198.28			
			Total August Invoices	£831.01						
		22.4	Awards for All Expenditure							
			Payable to:	Item	VAT	Net	Total			
			C Hotham (Grahams)	Refund of cost for purchase of plants for Pond	.78	5.22	6.00			
			Swanland village Association	Refund of costs for purchase of refreshments and First aid		83.83	83.83			
			Total A4A July	£89.83						
			July Invoices: £2254.63 August Invoices: £831.01 A4A: £89.83 Total Invoices: £3175.47							
		There will be no Parish Council meeting during the month of August. These minutes are subject to agreement at the next meeting which will be held on September 7th 2009								

Chairman's Signature**Date:**

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