

# Swanland Parish Council

The Meeting of Swanland Parish Council was held in Swanland Village Hall on  
7<sup>th</sup> September 2009

Minute No.	Item	MINUTES	Action by
100	1.	<b>Present:</b> Chairman Chapman, Vice-Chairman Burman, Councillors Stead, May, Sanderson, Dumsday, Richardson, Fairburn, Ward Cllr Abraham and PC Eglen	
101	2.	<b>Apologies:</b> Ward Councillor Gilmour.	
102	3.	<b>It was resolved to agree and accept the minutes from the meeting held on 6<sup>th</sup> July 2009 as a true record.</b>	
103	4.	<b>Declaration of personal or prejudicial interests:</b> Chairman Chapman – Allotments (PS), Councillor Dumsday – Swanland Village Association , Village Hall (PS), Councillor Stead – School, SVA (PS), Councillor Sanderson - Planning Application 09/01469(PS)	
104	5.	<b>Police Report:</b> Crime statistics for the area, 6 crimes between 6 <sup>th</sup> July and 2 <sup>nd</sup> August which included thefts, assault and harassment and 8 for the period up to 6th September. Parking on Main Street has been causing difficulties and it was suggested that traffic lights should have been put into operation while gas works were carried out. PCSO Cammack is following up on his Park Smart project and contacting shop keepers and businesses and will report back to the Parish Council. The Chairman asked if PCSO Cammack would talk to the parents parking near the school as there have been concerns raised in this area. Ward Councillor Gilmour, Councillor May, Ward Councillor Abraham and North Ferriby representatives attended the recent Police Liaison meeting and pressure was put on the police authority over their decision regarding the relocation of the local policemen. Ward Councillor Abraham raised concerns of the parish councils. Swanland and North Ferriby Parish Councils have corresponded with the police and are awaiting further response. The meeting was informed that police would be called in from other areas should the need arise.	
105	6.	<b>Open Forum:</b> Four members of the public attended. Litter Bins: - There has been a complaint that the litter bin by the shop has been left overflowing and is not emptied frequently enough. Ward Councillor Abraham will make enquiries regarding the collections and suggest a larger bin for this area. Swanland Wildlife Group thanked the Parish Council for the annual grant of £30.00 for the purchase of grain to feed the ducks and stated that the scheme was working very well.	JA
106	7.	<b>Matters Arising:</b> To receive information on the following ongoing issues and decide further action where necessary.	
	7.1	Village Signs: The meeting was unable to formally agree transfer of ownership and inclusion of the signs on the Parish Council insurance as the signs are undergoing adaptations. The work could take several weeks.	
	7.2	Swanland Village Association: It was resolved that repairs to the woodwork on the Historical Information sign and quotations will be obtained. The History Group will fund replacement graphics.	YD
	7.3	Area of common Character: The meeting was informed that Swanland is still on the work programme for consideration.	
	7.4	Community Emergency Plans: The plan is completed and designated areas of responsibility have been passed to members of the Parish Council. A meeting with Mr Bravey of East Riding has been arranged to finalise the details.	YD/JR
107	8.	<b>Footpaths:</b>	
	8.1	Dale Road Footpath: There has been no further progress at this time. Swanland	MB

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			Village Association has offered their support in the venture.	
		<b>8.2</b>	Swanland School Footpath: No further information at this point in time.	
		<b>8.3</b>	Post Office Access: The installation of a handrail and possible re-location of the granite rock outside the Post Office was discussed. There is photographic evidence to prove the length of time the rock has been in this position. This will be an item for the next newsletter to see what reaction there will be from Swanland residents. Suggested that it could be moved near to the pond or pump house. Query as to whether permission is required from East Riding Council.	
<sup>108</sup>	<b>9.</b>	<b>Newsletter and communication:</b>		
		<b>9.1</b>	Newsletter: Several items have been suggested for the newsletter. These will be passed to Ward Councillor Gilmour for inclusion. The Chairman stated that there should be another newsletter in October. Items for inclusion to be passed to Ward Councillor Gilmour. It was resolved that pond leaflet could be distributed at the same time as the newsletter.	HG
<sup>109</sup>	<b>10.</b>	<b>Ward Councillors report.</b> Ward Councillor Abraham informed the meeting that there would be a letter from LAT requesting more involvement and attendance at LAT meetings.		JA/HG
<sup>110</sup>	<b>11.</b>	<b>Pond:</b>		
		<b>11.1</b>	Lectern ordered and graphics in progress including leaflets. Extra wire to be placed round planted areas to prevent intrusion by wildfowl. Ms Ledgard of the Wildlife Group to ask if a bin can be placed in the shops for grain. It was resolved that the colour of the replacement seat would be in keeping with others. Proposed: Councillor Fairburn. Seconded: Councillor Dumsday. It was agreed that Awards for All should be approached to include a seat to replace the damaged seat by the pond. The Clerk informed the meeting that she had approached Awards for All and they have asked for figures showing the savings made. This cannot be done until all costs are gathered. The clerk is awaiting confirmed figures. It was resolved that as the graphics fade in time, an extra copy of the graphic for the lectern should be purchased at a cost of £40.00, this could be included in the Awards for All allocation if they are agreeable. Proposed: Councillor Fairburn. Seconded: Chairman Chapman	
			Donation to guides for £10.00 for first aider attendance was agreed by Awards for All.	
			There is no sign of the lilies planted and it was suggested that they had been eaten by the carp in the pond. Investigations to be made and if they do not appear in the spring, more will be purchased and they will be protected by a cage of finer mesh.	
<sup>111</sup>	<b>12.</b>	<b>Playing Fields:</b> The Playing Fields Association has a new chairman. The Association recently had a very successful car boot in support of playing field funds. MUGA use to be looked at and Councillor Richardson will report at the next parish meeting.		JR
<sup>112</sup>	<b>13.</b>	<b>Village Hall:</b> The previously circulated letter of possible future change of Chairman, Secretary and Treasurer in two years time. It was suggested that it would be beneficial to have new members in situ before the present members leave. The Village Hall Trustees are looking for others to become trustees and Mr Priestley-Leach asked for the support from the Parish Council. He also informed the meeting that work could be re-distributed in order to reduce individual workload. It was suggested that if an administrator was employed this would take a considerable part of the workload. Councillor Dumsday, representing Swanland Village Association offered their support and stated that they would put an article in the newsletter. Potential trustees would hopefully be proactive. Various suggestions were made and there will be further discussions.		
<sup>113</sup>	<b>14:</b>	<b>Allotments:</b> Both plots 11 and 12 have been let and are already being worked. One person has dropped out of waiting list. 12 people remaining on waiting list. Clerk has reported petty		RJJ

		crime to PSCO and asked him to be aware. The missing wellington boots have been found.			
<sup>114</sup>	<b>15.</b>	<b>Highways and lighting:</b>			
	<b>15.1</b>	<b>Parking outside the school:</b> This was discussed in Item 5 and drawn to the attention of PC Eglen.			
	<b>15.2</b>	<b>Street Lighting:</b> The Clerk contacted East Riding to ask when the electrical testing of the parish owned lights was to be done and was informed that this would be programmed shortly.			
<sup>115</sup>	<b>16.</b>	<b>Notice Boards:</b> It was agreed that the Parish Council board would also be re-varnished and quotes would be obtained.		MB	
<sup>116</sup>	<b>17.</b>	<p><b>Tree Applications:</b> Two oak trees have been planted near the proposed footpath on Dale Road in exchange for the removal of trees from Dale Close.</p> <p>The Chairman informed the meeting that 4 willows and extensive tree pruning had been carried out by East Riding in the vicinity of the school boundary including the amenity land leased by the Parish Council. As the Parish Council had not been informed of the works and could not intervene, it was agreed that a letter will be written requesting information and explanation. Councillor Stead will contact the school to discuss.</p>		MM YD JS	
		<b>17.1 Tree applications received:</b>			
		Planning No.	Address	Details	Recommendations by Parish Council
		STA 6570	Holly Gate, Kemp Road	Fell and prune 2 trees	Approval with conditions
		STA 6533	Whatcroft, On Hill	Crown lift 2 No. horse chestnuts	Objections
		STA 6546	7 On Hill	Prune trees	Objections
		STA 6551	Beechwood, 21 Tranby Lane	Fell 2 No. Acers	Approval with conditions
		<b>17.2 Tree application decisions received:</b>			
		Planning No.	Address	Details	Decision by East Riding
		STA 6515	8 Todd's Close	Remove eucalyptus	Application approved
		STA 6450	Windswept, Beech Hill	Fell 2 No. trees	Application approved (Replace with birch)
		STA 6449	Heatherton, The Park	To fell beech and two sycamore	Application approved (Replace with Hornbeam, Cherry and Maple)
		<b>To approve and agree tree applications and decisions:</b> Proposed: Councillor Stead. Seconded: Vice Chairman Burman.			
<sup>117</sup>	<b>18.</b>	<b>Planning Applications:</b>		P.A.G.	
		<b>18.1 Planning Applications received:</b>			
		Planning No.	Address	Details	Recommendations by Parish Council
		09/02514	35 Dale Road	Construction of dropped kerb	Approval
		09/02515	31 Dale Road	Construction of vehicular access	Approval
		09/02525	27 Northfield	Erection of single storey	With conditions

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09/02535	27 Northfield	Erection of single storey extension to front and conversion of garage to additional living accommodation	With conditions
09/01469	11A Queensbury Way	Retention of porch to front and 2-storey extension to rear	Objections
09/02754	99 Main Street	Erection of conservatory and 2.3 m high wall to rear	Approval
09/02905	49 Chantry Way East	Erection of two storey rear extension	Approval
09/03085	Plot F Copper Beech Close	Erection of detached dwelling & integral double garage	Circulating
09/03323	2 Greenstiles Lane	Erection of 1m high perimeter garden wall with railings and piers to 1.5m with sliding gates and block paving in garden.	Circulating

**18.2 Planning Application decisions:**

Planning No.	Address	Details	Decision by ERYC
09/01824	36 West End	Erection of single storey extension to side, two storey extension to rear and other alterations following demolition of existing	Application refused
09/01963	2 Greenstiles Lane	Erection of 1m high perimeter garden wall with railings and piers to 1.8m together with section of block paving in garden.	Application refused
09/02192	Park Lodge, 26 West Leys Road	Erection of 1 No. dwelling	Application refused
09/01992	116 Main Street	Erection of porch and associated pitched roofs over existing bay windows to front	Permission granted
09/01691	8 Sykes Close	Erection of sun lounge extension to rear	Permission granted
09/01695	47 Chantry Way	Erection of extensions to front and rear dormer windows	Permission granted
09/02198	35 West Leys Road	Erection of two storey and single storey extension to rear	Permission granted
09/02165	Sunnyside, Greenstiles Lane	Erection of 1 No. dwelling following demolition of existing	Permission granted
09/02466	15 Mill Rise	Erection of single storey extension to front	Permission granted
09/02327	71 Main Street	Erection of two storey extension to front and construction of dormer windows to roof at front and rear	Permission granted

		<b>18.3 Planning Application Appeals:</b>				
		Planning No.	Address	Details	Decision	
		None to date				
		<b>18.4 To approve and agree Planning Application decisions.</b> Proposed: Councillor Stead Seconded: Councillor May				
118	<b>19.</b>	<b>Clerks Report:</b>				RJJ
	19.1	Pest control: To report.				
	19.2	Insurances for village Signs: To report				
119	<b>20.</b>	<b>Training:</b> It was agreed that the Clerk would attend Finance meeting October (Costs £20.00) and Networking meeting in September (No charge). Chairman to attend Parish Planning Launch (Costs £10.00 - refundable) Councillor Dumsday to attend Parish Planning Launch (cheque to be raised at the next meeting.) The Clerk requested permission to attend all day meeting in York ("Paper chase") at a cost of £95. The meeting covers all aspects regarding paperwork relative to Parish Councils. Proposed: Councillor Sanderson. Seconded Councillor Stead.				
120	<b>21.</b>	<b>Consultations and Correspondence</b>				
	<b>21.1</b>	Local Democracy, Economic Development and Construction Bill. (Emailed)				
	<b>21.2</b>	Minutes of Playing Field Association.(Circulated)				
	<b>21.3</b>	Minutes of Humberside Police Authority. (Circulated)				
	<b>21.4</b>	Overview & Scrutiny Report (Emailed)				
	<b>21.5</b>	Floods Briefing Note (Emailed)				
121	<b>22.</b>	<b>Accounts: It was resolved to agree and approve payments for August and September and circulated Cost Centre Report.</b> The external auditor's report has been received and states as follows: - "On the basis or our review, in our opinion the information contained in the annual return is in accordance with the Audit Commission's requirements and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met". It was resolved that all interbank transfers should be signed by two authorised signatories as suggested in the External Auditor's report. Proposed: Councillor Dumsday Seconded: Councillor Sanderson Item for the October agenda will be to discuss payment of invoices during periods when there is no meeting. Payments due list to be circulated by email for agreement.				
	22.1	<b>Receipts:</b> Bank Interest received July/Aug Allotment rent received August 2009 for plots 11 & 12 £75.00				
	22.2	<b>Payments:</b>				
		<b>August Payments</b>				
		<b>Payable to:</b>	<b>Item</b>	<b>VAT</b>	<b>Amount</b>	<b>Total</b>
		Audit Commission	Audit Fee 2009	60.00	400.00	460.00
		AI&KI May	Spraying allotments	4.50	30.00	314.87
			<b>Awards for All</b> - Pipe and fillings for pond inlet. Equipment hire per day	36.57	243.80	
		Hedley L Burman & Son	<b>Awards for All</b> - Wire netting and stakes for protecting new planting in pond	47.24	314.90	362.14

	EFE and GB Nets	<b>Awards for All</b> - Pond Dipping Equipment	19.50	130.00	149.50	
	<b>September Payments</b>					RJJ
	<b>Payable to:</b>	<b>Item</b>	<b>VAT</b>	<b>Amount</b>	<b>Total</b>	
	R Jordan-Jackson	Salary 790.73 less 20% tax 158.00 = 632.73 Expenses (Stamps) 16.56		649.29	649.29	
	HM Revenue & Customs	Tax £158.00 NI £40.28		198.28	198.28	
	Swanland Wildlife Group	Grant for grain		30.00	30.00	
	Public Works Loan Account	Repayment of loan for Village Hall		18722.00	18722.00	
	G Latter	Website Maintenance 09-10		80.00	80.00	
	Easily Ltd (G Latter)	Virtual Server renewal	2.55	16.99	19.54	
	Kingston Communications	Clerk's phone	4.90	32.69	37.59	
	Letterbox Distribution	Newsletter distribution		35.20	35.20	
	Ms C Ledgard	<b>Awards for All</b> - Payment to Guides for 2 days attendance of first aider		10.00	10.00	
	JBA Consulting	<b>Awards for All</b> Professional services rendered and expenses incurred in connection with pond restoration	75.00	500.00	575.00	
	SVA (Mrs Y Dumsday)	<b>Awards for All</b> Reimbursement of payment to Village Hall for hire of room		8.55	8.55	
	Humber & Wolds Rural Community Council	Community Led Parish Planning DVD Launch Event		10.00	10.00	
	SLCC	Financial Procedures Meeting (Clerk)		20.00	20.00	
	<b>August Payments (Payments Due list emailed)</b> Total Awards for All expenditure August 2009: £792.01 (Including VAT) Total Payable for August General Invoices: £494.50 (Clerk's August salary entered in July Minutes)					
	<b>September Payments</b> Total Awards for All expenditure September 2009 : £593.55 (Including VAT) Total Payable for September General Invoices: £19801.90					
	<b>These minutes will be subject to agreement at the next meeting which will be held on 5<sup>th</sup> October 2009</b>					

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