

Minutes of Bishop Burton Parish Council meeting held in Bishop Burton Village Hall on Monday 16th March 2020 at 7.30pm.

Present:

Councillors: Cllr Leonard Byass; Cllr Bryn Jones; Cllr Mark Hoddinott; Cllr Jonathon Dolton, Cllr Mrs Sue Ellerington; Cllr Jack Wray; Cllr Andrew Oxtoby; Cllr Martin Gray; Cllr David Oxtoby.

Ward Councillors: Cllr Greenwood(part)

3.1759 Apologies for absence: None

3.1760 Declaration of Pecuniary and non-pecuniary interests and requests for dispensations: None.

3.1761 Open Forum – It was unanimously **resolved**, proposed Cllr Ellerington, seconded Cllr Hoddinott, that in order that due consideration can be given to the parish council's response to the COVID-19 situation, only key matters on the agenda will be discussed, the remaining agenda items will be deferred.

3.1762 Minutes of previous meetings - Minutes of the Full Council Meeting of 14th January 2020, and planning meetings of 27th January and 24th February were circulated. Unanimously **Resolved** the minutes are a true and correct record, proposed Cllr Wray, seconded Cllr Jones. The minutes were duly signed by the chair.

3.1763 Matters arising

- a) Light in bus shelter - done
- b) Path in front of Packers Hill – still on schedule
- c) Path Bishop Burton to Beverley – deferred
- d) School bus 1) Bus Bay – the plans were reviewed and it was unanimously **resolved**, proposed Cllr Wray, seconded Cllr Ellerington to accept the plans as drawn. Clerk to inform ERYC. 2) Extension of zig zags in Walkington – deferred
- e) Trees – Bryan Mere – ERYC to complete work Autumn/Winter 19/20 – deferred
- f) Trees Little Green - to complete work Autumn/Winter 19/20 – deferred
- g) Flooding – update- deferred
- h) Litter pick update – deferred
- i) Accidents Dog Kennel Lane update - deferred
- j) Yellow lines Finkle Street - A meeting has taken place with ERYC to discuss measures required to ensure access at all times to Park end Farm. It was proposed that double yellow lines be installed along Finkle Street from the A1079 to Bryan Mere corner, and on the shop side from the A1079 to the Pheasantry. It was unanimously **resolved**, proposed Cllr D.Oxtoby, seconded Cllr Wray, to approve the proposal.
- k) Building near cattle grid - deferred
- l) Carried forward work in 2020/2021
 - (1) Steps up to Messengers Cottage
 - (2) Mere Railings -spring/summer

3.1764 BP Petrol Station Consultation- No further updates

3.1765 Killingwoldgraves Petrol Station – deadline for submissions 23rd May

3.1766 Parish Open Meeting, - In view of COVID19 it was unanimously **resolved**, proposed Cllr Hoddinott, seconded Cllr D.Oxtoby, to postpone the meeting.

3.1767 Listed Buildings – deferred

3.1768 Clerks Salary – It was unanimously **resolved**, proposed Cllr Ellerington, seconded Cllr Dolton, to increase the Clerk's hourly rate with immediate effect to £12.50.

3.1769 VE Day - In view of COVID19 it was unanimously anticipated that the day would be cancelled/postponed. Guidance of future date would be taken from the Queens pageant master.

3.1770 Trees around the village (Garth Ends road and Finchcroft Lane) – deferred

3.1771 Neighbourhood watch a) No cold calling update – deferred

3.1772 Mobile phone coverage – deferred

3.1773 CPRE Membership - £36.00. Unanimously **resolved**, proposed Cllr Hoddinott, seconded Cllr D.Oxtoby, to approve membership.

3.1774 Town and Parish Council Charter (previously circulated). It was unanimously **resolved** that the charter looked appropriate. Proposed Cllr Ellerington, seconded Cllr Hoddinott.

3.1775 Clerk attendance at SLCC meeting - £20 (inc lunch) – Unanimously **resolved** to approve. Proposed Cllr D.Oxtoby, seconded Cllr Wray.

3.1776 Traffic Plan – Bryan Mere/Finkle Street/Dale Gate – deferred

3.1777 Christmas Lights - electric source – deferred

3.1778 Playground – a) Weekly inspections – no new matters b) Minor refurbishment – deferred

3.1779 Planning

The following applications have been approved:

- a) 19/03920/PLB b) 19/03916/PLF

ERYC raised no Objections in respect of the following tree works:

- b) DC/20/00347/TCA

The Following applications have been received:

- A) **20/00796/TCA Proposal:** BISHOP BURTON CONSERVATION AREA - Fell row of Conifer trees to prevent further damage to the boundary fence caused by fallen conifers damaged in stormy weather

Location: Hollow Meadow Garth Ends Road Bishop Burton East Riding Of Yorkshire HU17 8QR

Applicant: Mr David Wright **Application type:** Tree Works in Conservation Areas

It was unanimously **resolved**, proposed Cllr Gray, seconded Cllr D.Oxtoby, that the Parish Council had no objection to the proposed tree works.

3.1780 Finance – year end accounts to 31 March 2020

- i. Main account - The receipts and payments account to date, and, December, January and February reconciliations (as circulated) were reviewed. It was unanimously **resolved** to approve them, proposed Cllr Ellerington, seconded Cllr D.Oxtoby. The accounts were duly signed by the chair
- ii. Bonfire account –The receipts and payments account to date, and, December, January and February reconciliations (as circulated) were reviewed. It was unanimously **resolved** to approve them, proposed Cllr Ellerington, seconded Cllr D.Oxtoby. The accounts were duly signed by the chair
- iii. Internal Auditor – It was unanimously **resolved**, proposed Cllr D.Oxtoby, seconded Cllr Gray, to approve Richard Dixon as internal auditor for 2019.20 at a fee of £360 + mileage (2018.19 - £340 +9).

Finance – other

To Pay:

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| Business Stream - Water (cheque 101620) | £5.06 |
| CPRE – annual subscription (cheque 101621) | £36.00 |
| Clerk overtime and expenses (cheque 101622) | £812.28 |
| S.Knight – Handyman (cheque 101623) | £45.00 |
| BBPC Fireworks account – VAT refund (cheque 101624) | £133.33 |
| M.Gray – Grass verges & tree cutting 2019.20 (cheque 101625) | £1080.00 |
| M.Gray – bulbs (cheque 101626) | £120.00 |
| M.Gray - Christmas Tree Accessories (cheque 101627) | £94.14 |

Paid –cheque

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| S.Knight – Handyman (cheque 101619) | £100.46 |
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Paid – direct debit:

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| Opus energy (9 Jan) | £127.18 |
| Opus energy (10 Feb) | £125.65 |

The above payments were reviewed, and it was unanimously **resolved** that they should be paid.

Proposed Cllr Wray seconded Cllr Hoddinott.

3.1781 Correspondence

- a) Plaque for Bench – It was resolved that the clerk should progress the matter
- b) Green outside Dorothy Dunning’s - deferred
- c) Dormant Assets Policy (as circulated)– deferred
- d) Alamein Barracks Draft Masterplan SPD consultation (as circulated)– deferred
- e) Dog Warden meeting– 31/3/20, Sue attending – deferred

3.1782 Any Other Business.

- a. COVID19 – The matter was discussed, and Cllr Jones was thanked for his summary of risks and possible actions.
 - 1) It was unanimously **resolved** that the Parish Council should set up an email communication network to enable all parishioners, who wished, to be kept abreast of matters relating to COVID19. It was noted that GDPR regulations prohibits this list being drawn from any existing lists. It was unanimously **resolved** that the COVID19 communication emails should emanate from the clerk and that a leaflet would be distributed to all households asking if they would like to sign up.
 - 2) The Parish Council unanimously **resolved** that the parish council should take a central role in enabling parishioners to stay safe and ensuring help is at hand if needed. It was unanimously **resolved** that the parish council include a request for volunteers to help with such things as shopping, dog walking etc etc in the leaflet, and that the leaflet includes a section making it clear that help is at hand through the parish council. Clerk to co-ordinate.
 - 3) Cllrs were keen to include community facilities in the leaflet. Unanimously **resolved** Cllr Gray to discuss the village shop offering with Pete and Anne for inclusion in leaflet.
- b. COVID19 – Meetings. At the moment it looks likely that those over 70 or with underlying health problems will be instructed to self-isolate. A show of hands identified that in these circumstances 5 councillors would still be able to attend meetings and thus the parish council would remain quorate.
- c. Running of parish council business during COVID19. In line with legal advice from ERYC and ERNLLCA it has been recommended that a resolution be passed delegating the powers and duties of the council to the Clerk in consultation with the chair, or should she be incapacitated, with the vice-chair, such that parish council business is able to continue through the COVID19

pandemic should meetings of the council not be able to take place. The matter was discussed and it was unanimously **resolved**, proposed Cllr Wray, seconded Cllr A.Oxtoby to delegate the powers and duties of the council to the Clerk in consultation with the chair, or should she be incapacitated, with the vice-chair.

Date of next Parish Council Meeting Monday 18th May 2020, 7.30pm Bishop Burton Village Hall.

Chairman declared the meeting closed at 8.30pm

Signed.....

Date.....

Chairman