

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.

Ward Councillors: Cllr Greenwood.

5.1793 Apologies for absence: Cllr David Oxtoby.

5.1794 Declaration of Pecuniary and non-pecuniary interests and requests for dispensations: None.

5.1795 Open Forum – No matters arising

5.1796 Minutes of previous meetings - Minutes of the Full Council Meeting of 16th March 2020, and planning meetings of 10th March, 14th April and 4th May were circulated. Unanimously **resolved** that the minutes of the: 1) 16th March meeting are a true and correct record, proposed Cllr Dolton, seconded Cllr Wray; 2) 10th March meeting are a true and correct record, proposed Cllr Wray, seconded Cllr Hoddinott; 3) 14th April meeting are a true and correct record, proposed Cllr Wray, seconded Cllr Dolton; 4) 4th May meeting are a true and correct record, proposed Cllr Wray, seconded Cllr Hoddinott. The minutes were duly signed by the chair.

5.1797 Matters arising

1. Trees Little Green – Cllr Gray confirmed that the work was scheduled to be completed in the near future.
2. Building near cattle grid – ERYC have confirmed it does not need planning.
3. Carried forward work in 2020/2021
 - i. Mere Railings -spring/summer. Cllr Gray confirmed that he is awaiting delivery of the wire. On arrival work will be scheduled in conjunction with traffic management.

5.1798 Review of:

- a) **Fixed Asset Register** - The year end fixed asset register was circulated for review and comments. Unanimously **resolved** that all assets were included at an appropriate value, and to approve. Proposed Cllr Hoddinott, seconded Cllr Gray, the fixed asset register was duly signed by the chair.
- b) **Risk Assessments** - All current risk assessments were circulated for review and comments. Unanimously **resolved:** no amendments required. Proposed Cllr Ellerington, seconded Cllr Wray. The summary to that effect was duly signed by the chair.
- c) **Standing Orders** - The standing orders were circulated for review and comments. It was noted that “The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020” which came into force on the 4th April 2020 takes precedent in respect of meetings (including the annual meeting) for the duration of the Coronavirus or until superseded by Government legislation. In all other respects the standing orders apply, and the meeting unanimously **resolved** that no amendments are required to these. Proposed Cllr Wray, seconded Cllr Gray. The summary to that effect was duly signed by the chair.

5.1799 Killingwoldgraves Petrol Station – Amended plans have been submitted, meeting to discuss to be scheduled for the 25th May 7.30pm by zoom.

5.1800 Insurance – Zurich annual renewal, as part of 5-year LTA (until 2023) was circulated. Premium is £1,608.46 (£80 or 5.28% increase on prior year (£1528.10)). During the year there have been £3,000 additions being Christmas lights and traffic bear. Unanimously **resolved** to accept the quote. Proposed Cllr Ellerington, seconded Cllr Hoddinott.

5.1801 ERNLLCA subscription - £307.11 due April 30th. Unanimously **Resolved** to approve. Proposed Cllr Wray, seconded Cllr Gray.

5.1802 Playground – a) Weekly inspections – suspended b) Minor refurbishment – It was unanimously **resolved** that the rubber matting needs lifting, and the areas of the playground need re-seeding. It was unanimously **resolved** clerk to ask handyman if he is able to do it whilst the playground is closed. Proposed Cllr Ellerington, seconded Cllr Hoddinott. c) Safety check – It was unanimously **resolved** that a safety check prior to re-opening should be undertaken. Rospa offer option A £232+VAT within 6 weeks of order or option B £395 within two weeks of order. It was unanimously **resolved**, proposed Cllr Ellerington, seconded Cllr Hoddinott, that option A was preferred. Clerk to keep matter under review and order when time is appropriate.

5.1803 Grass verges – a) It has been brought to Cllr Ellerington’s attention that cars are parking throughout the day in front of the shop, making it difficult for customers to find a parking space. It was unanimously **resolved** that cones be lent to Pete and Anne to enable the area immediately in front of the shop to be coned off for shop use; b) Cllr Ellerington noted that the verge on the south side of Garth Ends Road looked particularly nice with wild flowers prior to having been recently cut, and requested that it wasn’t cut until the end of the season in future years. It was unanimously **resolved**, proposed Cllr Ellerington, seconded Cllr Gray, to ask ERYC if they would do this, the only exception being at the road junctions where it needs to be cut to ensure adequate visibility for traffic.

5.1804 CPRE – Coronavirus and the planning system – It was unanimously **resolved**, proposed Cllr Ellerington, seconded Cllr Gray to write to Graham Stewart MP and ERYC to bring to their attention the need to ensure that public access and oversight of the planning system is not compromised by or during the coronavirus pandemic.

5.1805 Coronavirus communications – It was unanimously **resolved** that the communications appear to be effective, a lot of good feedback has been received. It was also noted that Pete and Anne in the village job are doing a great job in meeting village needs.

5.1806 Parish Council website. Following an SLCC meeting the clerk understood that the website needed to be compliant with WCAG 2.1 at an AA rating by September 2020. It was also understood that it is now expected that the website be run by the council and independent. It was unanimously **resolved** that the clerk enquire of ERNLLCA of the legal position and their recommendation, and to bring to Monday 25th May's meeting.

5.1807 Planning

The Following applications have been received:

- a) **Proposal:** Change of use and related partial reconstruction of domestic outbuilding ancillary to North End Farm dwellinghouse to form new dwelling and associated access and landscaping works to include garage within existing outbuilding (AMENDED PLANS) **Location:** North End Farm North End Bishop Burton East Riding Of Yorkshire HU17 8JJ **Applicant:** Mr & Mrs Parker **Application type:** Full Planning Permission
Representations had been received by the council from the occupants of "The Old Granary". The council considered the plans in conjunction with the comments. It was unanimously **resolved** proposed Cllr Gray, seconded Cllr Wray that the council approves the plans as redrawn but would like the following conditions including 1) the surface abutting the boundary with the South facing wall of "The Old Granary" must be constructed from a material that prevents damp ingress into the wall eg gravel (as currently shown on the drawings) 2) No buildings/sheds etc be allowed to be constructed in the triangular area from the drive towards the Yorkshire Water pumping station for the reasons described in the parish council's response dated 31 October 2019 to application 19/03076/PLF 3) the proximity of the N.E. Corner of "The Cow Shed" building (including shutters/doors etc) be no closer to the wall of "The Old Granary" than it is at present to ensure that there is an adequate turning circle into "The Old Granary".
- b) **Proposal:** Erection of an agricultural building (Farrowing House) in connection with existing pig unit **Location:** Bishop Burton College York Road Bishop Burton East Riding Of Yorkshire HU17 8QG **Applicant:** Bishop Burton College **Application type:** Full Planning Permission
The proposals were discussed, and it was unanimously **resolved** proposed Cllr Ellerington, seconded Cllr Dolton, that the parish council had no objections to the proposals.
- c) **Proposal:** BISHOP BURTON CONSERVATION AREA - Remove 1 no. Conifer tree (T1) due to tree outgrowing its location; Remove 1 no. Conifer tree (T2) due to tree leaning and has outgrown its location **Location:** Chainbridge Finkle Street Bishop Burton East Riding Of Yorkshire HU17 8QP **Applicant:** Susan Leeding **Application type:** Tree Works in Conservation Areas
The tree works were discussed, and it was unanimously **resolved** proposed Cllr Gray, seconded Cllr Byass, that the parish council had no objections to the proposed tree works once the nesting season was over.

The following appeal has been received:

- a) **ERYC Ref:** 20/00032/REFUSE **Proposal:** Erection of petrol filling station and retail store **Location:** Land North East Of, Killingwoldgraves Roundabout, Bishop Burton, East Riding Of Yorkshire, HU17 8QF, **Appellant:** BP Oil Ltd **Appeal Start Date:** 6 May 2020 **Appeal Type:** Refusal of planning permission **Appeal Process:** Written Representations. **Planning Inspectorate ref:** APP/E2001/W/20/3251480.
- b) **ERYC Ref:** 20/00007/ADVERT. **Proposal:** Display of 1 double sided internally illuminated ID Totem sign, 4 internally illuminated fascia signs (retail store) and 4 internally illuminated fascia signs (petrol filling station) **Location:** Land North East Of, Killingwoldgraves Roundabout, Bishop Burton, East Riding Of Yorkshire, HU17 8QF, **Appellant:** BP Oil Ltd **Appeal Start Date:** 11 May 2020 **Appeal Type:** Refusal of advertisement consent **Appeal Process:** Written Representations. **Planning Inspectorate ref:** APP/E2001/Z/20/3245367
The appeals were discussed together. It was noted that a huge volume of documentation had been submitted. After a wide ranging discussion it was unanimously **resolved** councillors to provide clerk with the detailed notes they had made when reading the documentation, ward Councillor Gateshill to be asked if he would review the appellants documentation and help construct the response in conjunction with the clerk. It was unanimously **resolved** the effect on the approach was the most important issue, along with the devastating effect its presence would have on the local shops and knock on effect this would have on the three local village communities. Unanimously **resolved**, clerk to incorporate the detailed comments made and circulate to all councillors for comments and approval prior to submission to the inspectorate. It was unanimously **resolved** to escalate to others as appropriate.

5.1808 Finance – year end accounts to 31 March 2020

- i. **Main account** - To review and approve the receipts and payments account for the year and the year-end bank reconciliation. (as circulated). It was unanimously **resolved** to approve them, proposed Cllr Hoddinott, seconded Cllr Ellerington. The accounts were duly signed by the chair.
- ii. **Firework account** - To review and approve the receipts and payments account for the year and the bank reconciliations March. (as circulated). It was unanimously **resolved** to approve them, proposed Cllr Ellerington, seconded Cllr Wray. The accounts were duly signed by the chair.
- iii. **Combined** - To review and approve the receipts and payments account for the year and the year-end bank reconciliation. (as circulated). It was unanimously **resolved** to approve them, proposed Cllr Ellerington, seconded Cllr Hoddinott. The accounts were duly signed by the chair.
- iv. **The annual governance statement** was read out and councillor responses noted by the Clerk. It was unanimously **resolved**, Proposed Cllr Ellerington, seconded Cllr Wray, that all matters are in order and no changes are necessary to the systems or controls. Chair to sign as approved.
- v. **Internal Audit Report**. The contents of the internal audit report (previously circulated) was noted. It was unanimously **resolved**, proposed Cllr Hoddinott, seconded Cllr Wray, to accept the internal audit report. The parish councillors were also pleased to note the internal auditors' comments that the accounts and governance arrangements continue to be maintained to an extremely high standard. The Clerk was thanked for her work.
- vi. **AGAR (Annual Governance and Accountability Return) "section 1 - annual governance statement 2019/20"**. Statements 1-8 were read out in turn. All present confirmed that each statement could be answered in the affirmative. The boxes were duly ticked to confirm this. Statement 9 was read out and all confirmed that the Parish Council holds no trust funds. The N/A box was duly ticked. Unanimously **Resolved**, proposed Cllr Wray, seconded Cllr Hoddinott, that the annual governance statement be approved. The chairman was duly authorised and signed on behalf of the Parish Council.
- vii. **AGAR (Annual Governance and Accountability Return) "section 2 -accounting statements 2019/20"**. The accounting statements included on the 2019/20 return were reviewed by the councillors in conjunction with the accounts in iii) above. It was unanimously **Resolved**, proposed Cllr Jones, seconded Cllr Hoddinott, that the accounting statements agreed to iii) above and present fairly the financial position of the Council. It was unanimously **Resolved**, proposed Cllr Jones, seconded Cllr Hoddinott, to approve the accounting statements for 2019/20 and to authorise the chairman to sign on behalf of the Parish Council. The statements were duly signed by the chair.
- viii. **AGAR (Annual Governance and Accountability Return) 2019/20 "Part 2, Certificate of Exemption"** The parish council unanimously **resolved**, proposed Cllr Hoddinott, seconded Cllr Wray, that it met all the criteria required to complete the certificate of exemption and that it was aware of all the requirements to publish data on the website.

Finance – other

To Pay:

Zurich (annual insurance) (cheque 101629)	£1,608.46
ERNLLCA – annual subscription (cheque 101630)	£307.11
Clerk Q1 overtime March & April and expenses (cheque 101631)	£2,110.15
R.Dixon – annual internal audit (cheque 101632)	£360.00
Ardent Fireworks Ltd (cheque 100065)	£800.00

Paid –cheque

C.Charlton – grass & gritting (cheque 101628)	£745.00
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Paid – direct debit:

Opus energy (9 March)	£112.21
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The above payments were reviewed, and it was unanimously **resolved** that they should be paid.
Proposed Cllr Ellerington seconded Cllr Jones.

5.1809 Correspondence - none

5.1810 Any Other Business.

- 1) **Antisocial behaviour** - It has been brought to the Parish Council's attention that a resident in a council house has been behaving in an unacceptable manner towards his neighbours. It is understood that it has been ongoing for some time and that it has been reported to ERYC and the police. It was unanimously **resolved**, proposed Cllr Hoddinott, seconded Cllr Wray, that the behaviour is totally unacceptable and to escalate the matter to ERYC. Cllr Greenwood agree to escalate, clerk to provide details. Cllrs requested to be updated at next Monday's meeting.
- 2) **Slow Sign** – It has been requested that a "slow Children" sign is put in the tarmac on the start of Cold Harbour View, to help keep traffic speeds down on the approach to the playground. It was unanimously **resolved**, proposed Cllr Ellerington, seconded Cllr Hoddinott, to ask East Riding if a sign could be installed.
- 3) The Clerk informed the meeting that the **6 month meeting attendance rule** has been suspended in respect of those councillors who have not got the capacity to join meetings electronically.
- 4) **War Memorial**. Cllr Gray requested that equipment be hired to clean the war memorial. Unanimously **resolved**, proposed Cllr Ellerington, seconded Cllr Dolton, to hire the equipment.

5) Village Hall Cllr Jones enquired of the plans for opening the village hall. Clerk commented that as yet there are no plans and no meeting has been arranged to discuss. Clerk to discuss with Cllr Jones his thoughts outside the meeting.

Date of next Full Parish Council meeting 6th July 2020 at 7.30pm location to be advised (either Village Hall or Zoom depending on the Coronavirus situation).

Chairman declared the meeting closed at 9.30pm

Signed.....

Date.....

Chairman

Note: It should be noted that ongoing matters for which no progress has been made as a result of the COVID19 situation were not discussed at the above meeting but carried forward to the 6th July 2020 agenda.