

## Rudston Parish Council

Minutes of the Annual Parish Council Meeting  
held in the Village Hall on  
Wednesday 4 May 2022 – 7:30pm

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<u>Present:</u>	Mr B Warcup (Chairman) Mr D Matthews Mr R Todd Mrs A Starkey Mrs D Coates Mr I Simmonds Mr R Overfield Mr P Wood Mr T Smallwood Mrs S Todd (Clerk)	<u>Guests</u> None
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### 1. Acceptance of apologies for absence

Schedule 12 of the Local Government Act 1972 requires a record to be kept of the members present and that this record form part of the minutes of the meeting. Members who cannot attend a meeting should tender apologies to the Parish Clerk as it is usual for the grounds upon which apologies are tendered also to be recorded. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.

Mr S Rhodes gave his apologies due to a prior engagement. Council accepted the apologies.

### 2. Declarations of interest, members to declare any interest they may have in agenda items (Disclosable Pecuniary Interests)

None

### 3. To receive and sign the minutes of the Full Council meeting held on the 16 February 2022 (distributed via email 14 March 2022).

Council agreed that the minutes were a true record of the meetings resolutions. Proposed by Mr I Simmonds, seconded by Mr P Wood.

### 4. Election of Chairman and Vice-Chairman

Mr Wood proposed that Mr Warcup continue as Chairman, this was seconded by Mr Matthews and agreed by all. Mr Warcup agreed to take on the role for a fourth year.

Mrs Starkey proposed that Mr Rhodes continue as Vice-Chairman, this was seconded by Mr Todd and agreed by all. Prior to the meeting, Mr Rhodes had agreed to continue in the role.

*BB Warcup*  
*24 Aug 2022*

## 5. Planning

- 22/01062/PLF – Olcote, High Street, Rudston - Erection of single storey extension to side and single storey extension to rear

Council informed the Clerk there were no comments to submit for this planning application.

## 6. Caythorpe Fund

Village Sign – Council is asked to hear an update from Councillor Ian Simmonds.

Mr Simmonds reports that the artwork still needs to be completed. The Clerk is to forward to Mr Simmonds a contact name for Hull College Art Department.

## 7. Streetscene

The Village Task Force walkabout took place on Tuesday 5 April. Matt Gent has sent an email (distributed via email 25/04/2022) to thank those who attended and provided a schedule of issues raised.

The Clerk is to obtain an update in six months from ERYC on the issues raised in the walkabout.

During the walkabout, it was advised that issues with street lighting and pot holes will be attended to more quickly if residents report themselves. Council agreed to request this information to be put in the next Newsletter.

## 8. Siting of New Gate on Shady Lane

Mr Smallwood reports that the gate has now been collected from Thorpe Hall, but recommends that a site visit from ERYC would be appropriate prior to fitting.

Council requests the Clerk to contact ERYC to discuss and arrange a visit. Mr Simmonds is to supply the Clerk with a contact name for the Footpaths department.

## 9. Approval of Annual Accounts

- (i) Note Annual Internal Audit  
The Clerk confirmed that Ms Jennifer Hobson had kindly undertaken the Internal Audit for the Parish Council accounts. There were no issues reported.
- (ii) Approve Annual Governance and Accountability Return  
Proposed by Mr Todd, seconded by Mr Smallwood, approved by all.
- (iii) Approve Asset Register  
The Asset Register was approved by all.
- (iv) Update bank signatories following any changes of council officers  
Mr Warcup or Mr Rhodes to contact the bank to update signatories and enquire about the charges now being received.
- (v) Sign Year End & AGAR forms (Chairman/Clerk)  
The Annual Governance Statement 2021/2022, Accounting Statements 2021/2022 were approved by all and duly signed by both the Clerk and the Chairman. The Year End Accounts 2021/2022 were approved by all and duly signed by the Chairman.

*BB Warcup*  
*24 AUG 2022*

**March 2022 to April 2022**

<u>Description</u>	<u>Current A/C</u>	<u>Deposit A/C</u>	<u>Total</u>
Opening Balance	£308.51	£2,982.44	£3,290.95
Bank Charges to 27/03/2022	(£8.00)		
Transfer	£1,000.00	(£1,000.00)	
VATEASE	(£420.00)		
<b><u>Balance as at 30 April 2022</u></b>	<b><u>£880.51</u></b>	<b><u>£1,982.44</u></b>	<b><u>£2,862.95</u></b>

**Corner Garden Bird Feed Kitty (included in the balances above):**

Opening Balance	£130.28
No transactions	
<b><u>Balance as at 30 April 2022</u></b>	<b><u>£130.28</u></b>

**Caythorpe Fund (included in the balances above):**

Opening Balance	£5,000.00
Hand Sanitisers at Playing Field (June 2021)	(£140.00)
Village Sign Refurbishment	(£1,197.65)
<b><u>Balance as at 30 April 2022</u></b>	<b><u>£3,662.35</u></b>

The accounts for March and April 2022 were approved by all present.

**10. Insurance**

The Insurance with BHIB is due for renewal on 01/06/2022.

Council is asked to confirm if the renewal will be accepted and give authorisation for the Clerk to pay the invoice when due.

Mr Matthews is to supply an alternative quote. If this matches, or betters the current quote then Council agreed to go with this quote, otherwise proceed with the renewal from BHIB. Council agreed the Clerk can pay the invoice when due.

**11. Bins**

Mrs Coates has received an offer of sponsorship of up to £200 towards new bins.

Council is asked to discuss the matter with regard to any permissions required and refuse collection, and inform the Clerk of any action required.

Council requested the Clerk to contact ERYC to discuss the refuse collection of new bins which will be placed on the current refuse collection route, and also to obtain quotes for small lamp post mounted bins.

BB Worp  
24 Aug 2022

**12. Maintenance of Playing Field Grass**

Mr Simmonds requests the Council to discuss the maintenance of the playing field grass following complaints concerning the poor state of the grass used for football and cricket.

Council requested the Clerk to contact the Chairman (Mr Harrison) and the Secretary (Mrs Crossley) of the Playing Field Committee to ask when the next meeting is to be held and request this matter be added to the Agenda.

**13. The Queen's Platinum Jubilee ERYC Fund**

Council is asked to note that the application for £160 has been successful.

**14. Emergency Plan**

Updating of the Emergency Plan requires completing (distributed via email 14 March 2022).

Council is asked to check through the Emergency Plan and forward any updates to the Clerk. The plan will be reviewed again at the next meeting.

**15. Correspondence Received**

No correspondence received prior to the meeting.

**16. Emails Received and Forwarded to Councillors**

25/04/2022 – ERYC Planning Application 22/01062/PLF

25/04/2022 – ERYC Streetscene Village Walkabout Report

Council noted the above.

**17. Date and time of next meeting:**

Wednesday 29 June

There being no further business to discuss, the meeting closed at 8:44pm

BB Wamp  
24 Aug 2022