

Rudston Parish Council

Minutes of a Meeting held at Rudston Village Hall on

Wednesday 24 August 2022 – 7:30pm

<u>Present:</u>	<u>Guests</u>
Mr B Warcup (Chairman)	
Mr S Rhodes (Vice-Chairman)	
Mrs D Coates	
Mr R Todd	
Mr R Overfield	
Mr P Wood	
Mr T Smallwood	
Mr D Matthews	
Mrs S Todd (Clerk)	

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.

Apologies were received from Cllr. Starkey (unable to attend), and Cllr. Simmonds (due to work commitments). Apologies were accepted by all present.

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 29 June 2022 (distributed via email 2 August 2022).

Council agreed that they were a true record of the meetings decisions.

4. Public Participation

There were no members of the public present.

5. Planning

Planning Applications:

22/02414/PLF – The Old Stables, Long Street, Rudston – Erection of first floor balconies to each side, alterations to fenestration (part retrospective) and erection of a two storey detached annex with garage.

The Clerk is to submit a comment regarding concerns of the location of the building with regard to crossing the building line.

Planning Decisions:

22/01062/PLF – Olcote, High Street, Rudston – Erection of single storey extension to side and single storey extension to rear. Planning permission granted (distributed via email 27 July 2022).

BB Warcup
12 Oct 2022

6. Caythorpe Fund

As Cllr. Simmonds was not present this item will be forwarded on to the next meeting.

7. Siting of New Gate on Shady Lane

Following a further response from ERYC to confirm the land is not owned by them, council agreed to go ahead and obtain quotes for fitting the new gate. Clerk is to request quotes from Will Harrison of Rudston Grange. Council agreed to go ahead with the best quote received up to £1000.00. If all quotes are over this amount, the matter will be discussed at the next meeting. Proposed by Cllr. Shanks, seconded by Cllr. Rhodes, all in favour. The Caythorpe Fund is to be used to cover these costs.

8. Accounts**July 2022 to August 2022**

Description	Current A/C	Deposit A/C	Total
Opening Balance	£1,306.91	£4,267.86	£5,574.77
Rent for Gravel Pit	50.00		
Bank Charges to 27/06/2022	(£8.00)		
Hire of Village Hall 29/06/2022	(£9.00)		
Community Heartbeat Annual Support	(£162.00)		
Transfer	£500.00	(£500.00)	
Clerk's Wages Q1 + Back Pay	(£959.84)		
Clerk's Expenses Q1 + Back Pay	(£184.43)		
HMRC PAY + NI	(£239.80)		
Andromeda Admin Payroll Services	(£49.50)		
Bank Charges to 27/07/2022	(£8.00)		
<u>Balance as at 22 August 2022</u>	<u>£236.34</u>	<u>£3,767.86</u>	<u>£4,004.20</u>

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

Opening Balance	£130.28
No transactions	
<u>Balance as at 22 August 2022</u>	<u>£130.28</u>

Caythorpe Fund (included in the balances above):

Opening Balance	£5,000.00
<i>Hand Sanitisers at Playing Field (June 2021)</i>	(£140.00)
<i>Village Sign Refurbishment</i>	(£1,197.65)
<u>Balance as at 22 August 2022</u>	<u>£3,662.35</u>

The accounts for July and August 2022 were approved, proposed by Cllr. Todd and seconded by Cllr. Matthews, all in favour. The Staffing Committee approved the calculations for the Clerk's outstanding wages from 2020 to date.

BB Ward
12 Oct 2022

9. Bank

The Chairman will contact HSBC to enquire why we are now receiving £8.00 per month in bank charges.

10. Scribe Accounts

The Clerk proposed transferring the accounts from an Excel Spreadsheet to Scribe Accounts, a purpose-built application for use in the local government sector. The key advantages are time saving for input of accounts and year end annual return, online VAT submissions, bank reconciliations and reports, budgeting and forecasting, asset register system and transferability. Scribe also provide free support including training for clerks and councillors, grant funding information etc. It was agreed to go ahead with the proposal from Scribe. Proposed by Cllr. Rhodes, seconded by Cllr. Coates.

11. Street Lighting

ERYC are now in the process of changing all street lights in Rudston to have LEDs which will result in a 50% saving on our next Service Level Agreement costs. The Clerk will forward the information for the newsletter.

12. Bins

Cllr. Coates contacted ERYC regarding the situation with bins required in the village and has been offered 2 options. Option 1 is to proceed with the 6 month monitoring to assess the need. Option 2 is an offer to provide 1 additional bin and relocate a bin from the Play Park at a total cost of £125.00. Council agreed on Option 2 and Cllr. Coates will confirm with ERYC.

13. Emergency Plan

Cllr. Todd volunteered to take on the update of the Emergency Plan. Proposed by Cllr. Coates, seconded by Cllr. Matthews, all in favour.

14. Operation London Bridge

Following attendance by the Clerk at the SLCC webinar, Council agreed to provide condolence book/s. Clerk is to liaise with the vicar to discuss what plans the church has in place.

15. Hedges and Overhanging Trees

The overhanging trees at the Play Park have now been cut back and the play park has re-opened. Clerk is to forward the information for the newsletter and add to the website.

16. Gypsy Race Clean Up

The issue with potential pollution has been reported to the Environment Agency.

17. Parish Council Cluster Meeting Topics

Cllr. Coates suggested it would be a good idea for members of the council to attend these meetings and the Clerk is to respond to the Ward Councillors to confirm this.

18. Speed Watch Team

Cllr. Matthews suggested organising a speed watch team. Council are happy to go ahead with the scheme, the Clerk is to contact the police speed watch coordinator.

*BB Wamp
12 OCT
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19. Emails and Communications

Cllr. Todd suggested the council have dedicated emails for council business. The current email system used is Zoho but this is not a user friendly system. Cllr. Matthews volunteered to set up new emails for each councillor. Everyone present was happy to go ahead with this and for the Clerk to forward their names to Cllr. Matthews.

20. Civility and Respect Project

Council agreed to sign up to the Pledge for the Civility and Respect project.

21. Correspondence Received

No correspondence received prior to the meeting.

22. Emails Received and Forwarded to Councillors

- 06/07/2022 – Ward Councillors - Yorkshire Wolds as AONB
- 06/07/2022 – Wold Newton PC - Clean-up of Gypsy Race
- 06/07/2022 – 21/02982/PLF Joiners Workshop, Middle Street - Planning Decision
- 06/07/2022 – Jane Evison – Update of Street Lighting SLA
- 06/07/2022 – ERYC – slides and recording of Code of Conduct Training
- 08/07/2022 – Ward Councillors, Parish Council Cluster Meeting Topics
- 08/07/2022 – ERYC, Wastewatchers, brown bin outside village hall
- 08/07/2022 – ERYC, Town and Parish Council Events
- 13/07/2022 – Resources for Change, response deadline extended
- 13/07/2022 – 22/01605/PLF Rudston Grange, Thwing Road – Planning Decision
- 14/07/2022 – ERYC, Minutes & Presentation of Planning Liaison Meetings
- 20/07/2022 – ERYC, Update on Town and Parish Council Events
- 20/07/2022 – Humberside Fire and Rescue, Fire Reform White Paper
- 20/07/2022 – ERYC, Standards Committee meeting 26/07/2022
- 20/07/2022/11/08/2022 – SLCC, Civility and Respect Project, Pledge and Training
- 27/07/2022 – 22/01062/PLF – Olcote, planning permission granted
- 27/07/2022 – ERYC, Reminder for Town & Parish Council Event

Council noted the above.

23. Date and time of next meeting:

Wednesday 12 October 2022

There being no further business to discuss, the meeting closed at 9:07pm.

*BB Watcup
12 Oct 2022*