



**Minutes of the Parish Council Meeting and Annual General Meeting  
held on Monday 16<sup>th</sup> May 2011 at 7.15pm**

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Those Present:- Captain F.E. Holmes (Chairman), Councillors; Mrs. M. Raymond (Vice-Chairman) Mr. T. Green, Mrs. M. Jackson, Mr. D. Jordan, Mr. S. Raymond, Mrs. E. Robinson and Mr. M. Whitehead  
Mrs. A. Pickering – Clerk

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1546 Public Speaking - None.

1547 Apologies for Absence - Cllr. Mrs. D. Kaye.

1548 Chairman's Opening Remarks - The meeting was opened with a prayer. The Chairman congratulated all Councillors for their success in the recent election.

1549 Vice-Chairman's Opening Remarks - Cllr. Mrs. M. Raymond gave Councillors some guidance on routine procedures for the Parish Council. All items for the Parish Council website are to be approved by the Chairman and then passed to the Clerk. Items for the Chairman/Vice-Chairman update to be passed to Cllr. Mrs. M. Raymond. It was suggested that each Councillor be allowed a maximum of two agenda items per Parish Council Meeting. Expenses are not claimed by Councillors unless it is a specific job such as materials to paint the milestone etc. Councillors were asked to advise the Clerk of their holidays to enable parish post to be circulated without delay.

The Clerk was asked to organise identity badges for the three new Councillors, for use when on Parish Council business. Cllr. Mrs. M. Raymond to provide the Clerk with photographs.

1550 Acceptance of Office - All members present completed and signed the Declaration of Acceptance of Office forms required by Councillors.

1551 Model Code of Conduct for Parish and Town Councils - It was proposed by Cllr. Mr. D. Jordan that the Model Code of Conduct for Parish and Town Councils be adopted by the Parish Council. Cllr. Mr. M. Whitehead seconded this proposal, all members were unanimously in favour.

1552 Register of Members' Interests - Register of Members' Interests forms were completed and signed by all Councillors present.

1553 Election of Officers - The election of Officers took place for the period May 2011 – May 2012.

**Chairman** – Captain Frank E. Holmes, proposed by Cllr. Mrs. M. Raymond, seconded by Cllr. Mrs. D. Kaye.

**Vice-Chairman** - Cllr. Mrs. M. Raymond, proposed by Cllr. Mr. T. Green, seconded by Captain Frank E. Holmes.

**Responsible Finance Officer** - Mrs. A. Pickering, proposed by Cllr. Mr. S. Raymond, seconded by Cllr. Mrs. D. Kaye.

**Finance Working Group** - Cllrs; Mr. T. Green (Chairman), Mrs. M. Jackson, Mr. S. Raymond and R.F.O. Mrs. A. Pickering.

**Publicity Officer** - Cllr. Mrs. M. Raymond, proposed by Cllr. Mrs. D. Kaye, seconded by Captain Frank E. Holmes.

**Responsible Environment Officers (Councillors with a special interest in the environment)** - Cllrs. Mr. D. Jordan, Mrs. E. Robinson and Mr. M. Whitehead (if required).

**Representation on the Haltemprice Skatepark Committee** - Captain Frank E. Holmes and Cllr. Mr. D. Jordan.



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**Representation on the Haltemprice Flood Committee** - Cllrs. Mr. D. Jordan and Mrs. E. Robinson.

**Emergency Planning** - Captain Frank E. Holmes, Cllrs; Mrs. E. Robinson and Mr. M. Whitehead and the Parish Clerk to be points of contact for the parish.

All members were unanimously in favour of all the proposals, all Officers were duly elected.

**Planning Committee** - It was decided that with immediate effect, all planning matters will be dealt with at Parish Council Meetings therefore a Planning Committee is no longer required. From June 2011, Parish Council Meetings will commence at 7.00pm to allow extra time for this. It was agreed that Cllr. Mrs. D. Kaye view all planning applications prior to the Parish Council Meetings.

1554 Declaration of Interests - None.

1555 Law & Order

Local Police Report - Sgt. Phil Young attended the meeting to discuss the monthly neighbourhood Police update and the nine reported incidents for the month of April 2011, of which the majority have been detected. A list of local Police surgeries was circulated to all members present. The Clerk advised that all reports received by the local Police are available for viewing on the Parish Council website.

It was reported that there had been an increase in youths acting in a disorderly manner and evidence of underage drinking at the Haltemprice Leisure Centre and on King George V Playing Field. Police patrols are to be increased in these areas and offenders will be dealt with. Warning letters will be sent to parents of anyone under the age of eighteen found in possession of alcohol.

Cllr. Mr. M. Whitehead expressed his concern about the problem of speeding vehicles on Riplingham Road and Mill Lane, Kirk Ella and asked Sgt. Young what the Police are doing about it. It was reported that a series of speed checks had taken place using an interactive display board which reads the speed of approaching vehicles and then displays the speed to the driver. This reduces speeds through driver education and allows the Police to gain an accurate view of the speeds involved and assess if the problem is perceived or actual. Although speeding vehicles are not stopped as they pass, warning letters are sent to the registered owner of any vehicle showing an indicated speed above the 30mph limit. If the results indicate further action is necessary, the Police may follow up with enforceable speed safety cameras which would result in the prosecution of offending drivers.

Cllr. Mr. M. Whitehead reported that he would be taking this matter up with E.R.Y.C. Highways, Sgt. Young advised that residents should be encouraged to report their concerns to the Highways department and they may agree to installing wires across the road which record speeding levels.

The Chairman thanked Sgt. Young for attending the meeting.

The Clerk read out an email from a resident about the disturbances occurring on evenings on the King George V Playing Field. The Clerk was asked to contact the resident then forward the email to Sgt. Phil Young for action. Cllr. Mrs. E. Robinson suggested the Clerk ask E.R.Y.C. when the gates are to be fixed and painted and why they are no longer locked on an evening. All members were unanimously in favour.



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- 1556 Minutes of Previous Meeting - The Clerk was asked to make a change to Minute 1536, third paragraph, should read; **School** Lane, Kirk Ella.

The minutes of the meeting held on Monday 11<sup>th</sup> April 2011 were then accepted as a true and faithful record of what took place, and were duly signed by the Chairman.

- 1557 Matters Arising

Minute 1544 - Cllr. Mr. D. Jordan advised that the milestone still requires an additional coat of paint.

Minute 1542 - It was reported that the Royal Wedding coffee morning had been a huge success. A total of £80.35 had been raised towards the purchase of a plaque for the seat on Church Lane, Kirk Ella. Cllr. Mrs. M. Raymond thanked all the people who very kindly donated raffle prizes for the event and special thanks were conveyed to all who gave up their time to help and support the coffee morning.

The Clerk was asked to obtain some quotes for plaques, it was agreed that the wording should be; To Commemorate the Royal Wedding of the Duke and Duchess of Cambridge – 29<sup>th</sup> April 2011.

Minute 1542 - The Clerk reported that additional 'no cold calling' signs are to be installed in the parish on Wednesday 25<sup>th</sup> May 2011. Residents are advised that if cold calling does take place then they should refer the caller to the displayed notices and if they still refuse to leave then immediate contact should be made with the local Police.

Minute 1544 - The Clerk reported that E.R.Y.C. will not provide a salt bin at the end of Elveley Drive on Riplingham Road as it is on the E.R.Y.C. precautionary salting route. In December 2010, there had been 39 salting runs on the Beverley Route 3 which salts both Riplingham Road and Elveley Drive.

- 1558 Financial Report

The following cheques were presented for approval/payment:-

<input type="checkbox"/>	100859	Door 2 Door (Distribution of Newsletters)	£67.50
<input type="checkbox"/>	100860	Mr. G. Lawson (Completion of Internal Audit)	£102.50
<input type="checkbox"/>	100861	St. Andrew's Church Memorial Hall (Notice Board Hire)	£60.00
<input type="checkbox"/>	100862	Supplies (Stationery)	£65.03
<input type="checkbox"/>	100863	Staff Wages	£485.28
<input type="checkbox"/>	100864	Internet/Postage/Fuel Allowance	£111.88

The financial report for May was circulated for discussion and subsequently approved by the Parish Council.

The following deposits had been made into the bank account:-

£80.35	Proceeds from Royal Wedding Coffee Morning
£11500.00	First payment of parish precept
£624.50	Sale of Heritage Trail books

The Chairman read out a letter from the Internal Auditor which advised Councillors of the efficient way in which the accounts had been presented to him, which reflects the high standards of the Responsible Finance Officer Mrs. A. Pickering and that parishioners of Kirk Ella & West Ella can be assured that such dedication is a hallmark of security in the utilisation of public funding.



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Acceptance of Accounts - The accounts for the year ended March 2011 were presented to the Council by the Responsible Finance Officer, and subsequently approved.

Annual Audit Return for Year Ended March 2011 - It was advised that the Annual Return Statement of Accounts had been prepared for audit. All members were unanimously in favour, the document was subsequently approved and signed by the Chairman and Responsible Finance Officer.

Annual Governance Statement - The Clerk read out the Annual Governance Statement which was subsequently approved by the Council and signed by the Chairman and Clerk.

1559 Correspondence

Cllr. Mrs. M. Raymond read out a card from Cllr. Mrs. D. Kaye thanking the Parish Council for their best wishes.

Twinning - Nothing to report at present.

Flood Liaison Group Meeting - It was agreed unanimously that Cllr. Mrs. E. Robinson attend the next Flood Liaison Group Meeting on behalf of the Parish Council on Friday 24<sup>th</sup> June at 10.00am at County Hall, Beverley.

Town and Parish Salt Bins - The Clerk read out a letter from E.R.Y.C. asking for details of any Parish Council funded salt bins in the parish. The Clerk was asked to respond advising that the Parish Council do not own any salt bins.

The East Riding of Yorkshire Council (On and Off Street Parking Places and Revocation) (Civil Enforcement) Order 2011 - The document was circulated for comment. The Clerk was asked to send the document to Cllr. Mrs. D. Kaye for comment and respond to E.R.Y.C. accordingly.

1560 Technical - Nothing to report.

1561 Environmental

Queen's Diamond Jubilee - Cllr. Mrs. M. Raymond asked Councillors to think about ways in which the Parish Council could celebrate this occasion. To be discussed again at the next meeting.

Request for Street Cleaner - The Clerk advised that a request had been made by a resident for a street cleaner in Kirk Ella and West Ella. It was reported that there is already a street cleaner in the parish. The idea of the Parish Council paying someone to clean parish seats and street signs was discussed, it was agreed to discuss this again later in the year prior to setting the precept.

The Clerk advised that a resident had complained about the poor state of the seat and the surrounding area at The Glen/Riplingham Road. Cllr. Mr. M. Whitehead advised he would look at the seat and clean it if required. It was agreed that at the June Parish Council Meeting, the possible relocation of this seat be discussed.

Request for Litter Bin - It was agreed that later in the financial year, the Parish Council will consider purchasing a litter bin to be placed near the new seat on Church Lane/Beverley Road, Kirk Ella.



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1562 Planning

Recommendations by the Parish Council to East Riding of Yorkshire Council on Planning Applications

- FULL PLANNING PERMISSION - Retention of dormer extensions – 1 Eggington Close, Kirk Ella - **Approve.**
- FULL PLANNING PERMISSION - Erection of log cabin for use as summer house – Riplingham Court, Riplingham Road, West Ella – **Refuse.**
- FULL PLANNING PERMISSION – Erection of single storey extension to rear – 242 West Ella Road, Kirk Ella – **Approve.**
- FULL PLANNING PERMISSION – Erection of five stables and construction of a horse exerciser at Stables and Livery – 33B Great Gutter Lane West – **Approve.**
- FULL PLANNING PERMISSION – Erection of a two storey extension to rear – 29 The Vale, Kirk Ella – **Approve.**
- FULL PLANNING PERMISSION – Erection of single storey extensions to side and rear – 96 Woodland Drive, Anlaby – **Noted.**

Notices of recent Planning Decisions made by the East Riding of Yorkshire Council

- Erection of a conservatory to rear – 12 Grundale, Kirk Ella – APPROVED.
- Erection of single storey extension to rear following demolition of existing conservatory – 94 Valley Drive, Kirk Ella – APPROVED.
- Retention of 1 double sided externally illuminated free standing sign at junction of South Ella Way and West Ella Way – The Rowans Residential Home, 71 West Ella Way, Kirk Ella – APPROVED.
- Retention of 1 double sided externally illuminated free standing sign at main entrance facing West Ella Way – The Rowans Residential Home, 71 West Ella Way, Kirk Ella – REFUSED.
- Erection of dwelling and detached garage – Land East of Wolfreton Hall, Church Lane, Kirk Ella – REFUSED.
- Erection of single storey extensions to provide bedroom accommodation, en-suite facility and sunroom – 2 Bladons Walk, Kirk Ella – APPROVED.
- Construction of dormer extension to front – 71 Wolfreton Garth, Kirk Ella – APPROVED.

Agree date for next Planning Committee Meeting - See Minute 1553, page 2.

1563 Highways - No issues.

1564 Date and Time of Next Meeting - The next meeting is scheduled for Monday 13<sup>th</sup> June 2011 at **7.00pm** in the Sixth Form Centre Conference Room, Wolfreton Upper School, South Ella Way, Kirk Ella.

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Chairman's Signature - 13<sup>th</sup> June 2011