



Molescroft

Parish Council

MINUTES OF THE MOLESCROFT PARISH COUNCIL MEETING HELD AT 7.00 PM, THURSDAY 19th April 2018 AT THE MOLESCROFT PAVILION.

Present

Councillors: M. Hildyard, (Chairman), M. Fleming, P. Ranson, J. Heffer, C. Linthwaite, M. Smith, P. Lockyer, C. Coates, M. Jackson, D. Boynton, B. Gregory, B. Hanneman,
Clerk to Council: Brian Clarvis (retiring) & Eve Williams (new appointee)

1855. Apologies

Ward Councillor D. Healy was unable to attend due to a competing work commitment.

1856. Declarations of Interest.

Three agenda items were of personal interest to Councillors Gregory; Hanneman; Heffer and Smith. Member interests were declared and recorded as follows:

Item no: 1869 – SLCC Membership - Councillor Gregory has a family member involved with this organisation

Item no: 1867 – Pavilion Bookings – Councillors Hanneman and Smith are members of the Beverley Bridge Club subject to discussion and Councillor Heffer is involved with the organisation of the Beverley Puppet/Arts Festival which is subject to linked discussion regarding the availability of the Pavilion on 13th July 2018.

1857. Approval of the minutes of the previous meeting.

The minutes of the meeting of 15th March 2018 had been circulated and were approved as a true record of proceedings.

1858. Matter arising from the Parish Council meeting on the of 15th March 2018

Councillor Jackson commented on Minute 1841 and highlighted that there was a grammatical error at line 3. This was amended. Councillor Jackson also commented that the planning comments in relation to Molescroft Farm/Dog Walking planning application were well written.

1859. Update from Ward Councillor

Councillor Healy had tendered his apologies but in email correspondence had advised the Clerk (EW) of the current commuted sums monies available to Molescroft Parish Council, that being £207,000. He asked this update be shared with Councillors.

Action: The Chairman asks that this is further clarified at the meeting scheduled with the ERYC Commuted Sums Officer on the 1st May 2018. Clerk (EW) to action.

1860. Correspondence

The Clerk (EW) advised that there had been a range of correspondence items received since 15th March 2018. These items were for information, action, consultation and response. The correspondence items were presented as follows:

<i>Item</i>	<i>Purpose</i>	<i>Action needed/taken</i>
1. ERYC Scrutiny Panel	Survey to assess communication with Town & Parish Councils	Council response by 7/5/18
2. ERYC Planning & Development	Town & Parish Council Liaison Meeting (23 & 24/5)	RSVP by 4/5/18
3. East Riding for Community Newsletter	Funding Alerts	Information/future opportunities
4. ERYC & Hull Local Mineral Plan	Consultation	Comment by 21/5/18
5. Routh Wind Farm Annual Review Meeting (23/4/18)	Information/Q&A	RSVP by 20/4/18
6. Beverley Town Council/Mayor	Wine Tasting Event (Charity) 8 th May 2018	RSVP by 30/4/18
7. The Festival of St. John Beverley	Celebration	RSVP by 27/4/18
8. Elancity (London)	Marketing/Speed signs	As required subject to Council decision
9. ERYC Infrastructure & Facilities	Surface Dressing 2018	Information
10. Mr Hodges (Allotments)	Query re cost increase	EW response and on file
11. ERYC/EYMS	Information regarding	Information

	changes to local bus services effective 6/5/18.	
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Actions: It was agreed that the Councillor Fleming would attend the Festival of St John (13th May 2018).

The Clerk (EW) will attend the ERYC Planning & Development liaison meeting scheduled 24th May 2018.

The Clerk (EW) is to circulate the ERYC/EYMS bus information for Councillor information/comment.

In addition to the above, the Chairman verbally updated that he had been in contact with Barratts Developer regarding the handover of Bus Shelters on Elm Tree Park to Molescroft Parish Council. It is as yet unclear who owns these. The Chairman advised that further discussion is required to establish ownership and maintenance agreements.

Action: The Clerk (EW) to progress in consultation with Councillor Hildyard.

1861. Payment of Accounts

Brian Clarvis (retiring Clerk) updated the Council regarding current payments and income for the month of April 2018. Payments made for April were £4795.93. This included additional salary costs as planned. Councillor Lockyer asked how the additional spending on cleaning at the Pavilion was working. It was considered that the cleaning was beneficial to the overall presentation of the Pavilion. The cost of refilling the salt bin was also discussed and Brian Clarvis confirmed the bin is filled twice a year. Accounts due for payment were approved in accordance with the schedule presented and are attached to these minutes.

1862. Solar Panels

Brian Clarvis reported on the income generated to date following the installation of Solar Panels at the Pavilion. The total income and return since installation is £3300. Councillors considered the decision to install these was a good one and recognised the value this brings both in terms of additional income generated and positive environment benefits.

1863. Budget Outturn 2017/18

Brian Clarvis presented the unaudited outturn figures for 2017/18. These project an end of year surplus of £8108.39 on budgeted spend for the year. Income levels for this period are greater than projected largely due to additional income from Pavilion hire; VAT claim backs and income from the electricity feed in. In addition, end of year bank statements (to March 2018) were also presented for Councillor consideration. Some discussion followed regarding the current level of reserves and the type of holding accounts used currently by Molescroft Parish Council.

1864.Planning Applications/Decisions

Eve Williams presented an overview of Planning Applications received and commented on since 15th March 2018, namely

<i>Planning Application</i>	<i>Proposal</i>	<i>Comments</i>
Burton Road	Erection of single storey extension following removal of existing	No Issues
Gallows Lane	Tree removal (TPO)	No issues
Long croft Park	Erection of 3 dwellings with detached garages	No Issues
Marchant Way	Erection of first floor extension to side	Some concerns/observations regarding impact on neighbouring property and light levels
Hawthorn House Rowan Avenue	Crown reduction (TPO)	No Issues
83 Rowan Avenue	Tree trimming (TPO)	No Issues
Local Mineral Plan	Consultation on local plan for mineral development/extraction	No Comments

1866.Capital Works Programme

The programme previously circulated (v14) was discussed. In addition to the existing programme which includes details of completed and pending projects, the Chairman asked for new suggestions for works under this scheme which may attract commuted sums monies. The Chairman clarified that eligible projects were those which enable sport, recreation and art.

A range of ideas were presented and discussed by councillors including

1. The development of a seated area in the vicinity of Molescroft Shops to enable young people to have somewhere to sit away from the shop entrances (**Councillor Heffer**)
2. The development of the amenity space on Lockwood Park to include sports/football provision; enhanced planting and fencing (**Councillor Coates**). A collection of photographs to inform the

discussion were shared. These helped demonstrate the need for additional drainage to the land prior to a viable site being established. Such works would require the support from the Yorkshire Water Authority. The project would also require the support of and an agreement from ERYC as they own the land. Molescroft Parish Council currently pay for the grass maintenance/cutting under special services. Councillor Coates indicated that a projected sum for the project (subject to detailed scoping and costings) was £30,000.

3. The development of a Petanque court within the Parish. There are ongoing discussions with interested parties to progress this project. **(Councillor Fleming)**

4. The development and installation of a Tennis Court within the Parish. Early discussion has taken place and continue with a meeting scheduled for 23rd April 2018. **(Councillor Hildyard)**

5. Improvement works to paths in the Thurlow Avenue area of the Parish **(Councillor Lockyer)**

6. Improvement works to the Pavilion to include possible remodelling of the existing internal layout (for example removing the shower/changing areas which are unused) to enable an improved community facility, for example larger/more flexible hire space. Changes under such a scheme would enable improved IT installation and subsequent redecoration. **(Councillor Hildyard).**

7. The development of a running track within the Parish **(Councillor Linthwaite)**

8. The funding of a Youth Outreach Worker to support Youth engagement within the Parish **(Councillor Heffer).**

9. All weather table tennis/chess boards within the Pavilion grounds **(Councillor Linthwaite).**

In moving forward, the Chairman suggested that some of the suggestions (for example suggestion number two above) could be tentatively shared with the ERYC and the Commuted Sums Officer to assess interest/likely viability and eligibility.

Actions: The Clerk (EW) to discuss with ERYC/Lea Anne Wright 1st May 2018.

Councillor Fleming to explore the possibility/options for an early draft sketch to be produced regarding possible internal changes to Pavilion, for example by way of an approach to the University of Hull School of Architecture.

The Clerk (EW) to update the Capital Works programme and table for review and prioritisation 17th May 2018.

1867. Pavilion Bookings

A discussion was held regarding the opportunity to engage with the Beverley

Puppet Festival in July 2018 subject to amendments to current planned activities/bookings in the main hall at the Pavilion. It was considered that the Puppet Festival potentially provided new groups of service users and would serve to extend the reach/profile of Molescroft Parish Council within the wider community. Council opinion was varied and some members considered that should variation in hire arrangements take place as a consequence then compensation should be awarded to established clients. Councillor Gregory presented a motion that the organisers of the puppet festival should be advised that the facility is in use on the 13th July 2018 but that the Parish Council would be happy to consider hire to them on an alternative date. The motion was carried.

Action: Councillor Hildyard to advise the organiser of the Beverley Puppet Festival of Council decision.

1868. Commemorative Trees

The provision of commemorative trees within the pavilion grounds and the Parish was discussed. It was suggested that the planting should include Oaks with the provision of metal tree guards. Brian Clarvis advised that there is no funding to town and parish councils for these and suggested the purchase costs should be included in the capital programme. It was suggested that an approximate cost would be £2000. This works would be subject to additional costing and further consideration by Council.

Action: Brian Clarvis to produce an overview of costs for the above works and to present to the 17th May 2018 meeting for Council consideration.

1869. Society of Local Council Clerks Membership

Eve Williams presented an overview of the costs and benefits of SLCC membership, as follows and asked that the Council consider supporting her in paying Membership Costs. These are currently budgeted for in the 2018/19 budget.

Member Benefits?

- Sector specific and specialist legal and policy advise
- Legislative and regulatory updates
- Savings on certain products and services (for example energy supplies)
- Continuous Professional development by way of accredited training for Clerks enabling a professional standard across the service (and importantly for Molescroft)
- Extended networks and access to good practice

Why now?

- New to role

- Enables consistent, tailored and structured learning
- Improved confidence at point of transition (Council and EW)
- Shapes minimum standards and competencies

Membership Cost

- £159 annual fee for 2018/19 (budgeted at £160).

Members asked as to what this organisation was and how it supported councils and officers in their roles. The Clerk advised that this is sector specific organisation and provides a key support/resource in legal, policy and professional development areas. Brian Clarvis confirmed that the Council had paid previously for his membership (now lapsed). He also advised that membership brings benefits by way of reduced training costs. Councillor Jackson suggested that the membership should be agreed and reviewed after 12 months. This was carried.

Action: The Clerk (EW) to arrange membership for 2018/19 and relevant cheque payment.

1870. Drop Boxes

No further update. Councillor Heffer to further contact the Post Office to progress.

1871. Rosemary Walk

Councillor Linthwaite advised of the poor state of repair of the land to and around Rosemary Walk. This had been caused by recent inclement weather and contractors carrying out tree cutting.

Action: The Chairman asked that this issue is raised with the local Ward Councillor ahead of the next Parish Council meeting. Clerk (EW) to action.

1872. Commuted Sums Applications

Brian Clarvis updated Council as to progress with current and previous applications for Commuted Sums monies to August 2017. Most claims had been paid (Picnic Benches and P&N Associates) but that there were a number of claims outstanding. Eve Williams confirmed that a meeting is scheduled for the 1st May 2018 to meet with Lea Anne Wright (ERYC Commuted Sums Officer) to discuss exact ERYC requirements when processing invoices/claims and to resolve the outstanding non-payment of invoices.

Action: Clerk (EW) to update on progress at 17th May 2018 Parish Council meeting.

1873. Archive Records

A current list of archive documents to March 2018 had previously been

circulated to Councillors for them to review. Brian Clarvis advised that were some documents yet to be sorted, for example paperwork in cupboards at the Pavilion. He confirmed that he would attend to this and once this work is complete all relevant documents will be deposited in Archive and a final copy of documents held would be bound.

Action: Brian Clarvis to review remaining documentation ensuring appropriate retention/storage/secure destruction as required. Brian Clarvis to provide an updated list of documents taken to ERYC Council 17th May 2018.

1874.Feedback from meetings attended

There was nothing to report at the meeting. However, Councillors referenced the Newsletter from the local Primary School and specifically the excellent work by Molescroft School to secure grant monies.

Action: The Chairman suggested a letter of congratulations be sent to them. The Clerk (EW) to action.

1875.Youth Liaison

Nothing to report. Councillor Fleming requested that this item is included in the general update from meetings in the future.

1876.Items for next agenda

- General Data Protection Rules– update, discussion and decision (EW)
- Millennium Cup and presentation (Councillor Hildyard)
- Dog Fouling/Public Spaces Orders (Councillors Jackson and Lockyer)
- Signage (Councillor J Heffer)
- Photograph of Clerk and Council body (EW)
- Retirement of Clerk and presentation (Councillor Hildyard)

1877.Date of next meeting

For noting, 17th May 2018

The Chairman closed the meeting 8.45pm

Minutes produced by: Eve Williams

Signed.....(Chairman)

Date: 19th April; 2018