



Molescroft

Parish Council

MINUTES OF THE MOLESCROFT PARISH COUNCIL MEETING HELD AT 7.00 PM, THURSDAY 21st February 2019 AT THE MOLESCROFT PAVILION.

Present

Councillors: M. Hildyard, (Chairman), M. Fleming, C. Coates, C. Linthwaite, P. Lockyer, D. Boynton, J. Heffer, B Hanneman and M. Smith.

Clerk to Council: Eve Williams; Inspector P Hinch and Police Constable Chris Matthews (Humberside Police).

2104. Apologies

Apologies were received from Parish Councillors P. Ranson and B. Gregory and Ward Councillor D Healy.

2105. Declarations of Interest.

No interests were declared.

2106. Approval of Minutes of the previous meeting

The minutes of the 17th January 2019 meeting had been circulated and were approved as a true record of proceedings.

2107. Matters arising from the Parish Council meeting on the of 17th January 2019

The matters arising from the 17th January 2019 meeting were recorded and presented as an Action Log. This approach continues to enable visibility and tracking of work to date to progress all actions raised by the Parish Council. Good progress was noted overall with a total of 140 actions subject to follow up year to date. Two actions were yet to be reported on these being 17/01/133 (road safety concerns Woodhall Way) and 17/01/135 (on verge parking Hillcrest Drive). These are being progressed by Councillor D Healy. Councillor Hildyard raised further concerns in relation to the ongoing development at 50 Warwick Drive. The Clerk advised that this was a matter of continued follow up with ERYC Planning Enforcement Team. The latest contact with Tom Youngman was 17th January 2019 and a further response had yet to be received.

Action: Clerk to continue to progress actions as required and seek updates from Ward Councillors where possible to matters outstanding.

Action: Clerk to contact ERYC re enforcement concerns and update at the next Parish Council meeting.

2108. Update from Ward Councillor

No update was provided due to Councillor Healy being unable to attend due to prior work commitments. No other Ward Councillors were in attendance.

Action: Councillor Healy to progress with ERYC and update on progress at the next meeting or by way of email.

2109. Humberside Police Update

Inspector Phil Hinch and Police Constable Chris Matthews attended the meeting as agreed in July 2018 to update Councillors on key community policing issues. Inspector Hinch advised that the organisational changes across the Force and revised resource allocation model for the police locally was working well and enabled an increase in available police resource to respond to local issues. This had been especially beneficial enabling increased visible patrol and response to crime problems within the Parish. He indicated that neighbourhood policing models would similarly be improved over the coming months, with potential for a realignment of resources to help increase the number of available community officers. He advised that there had however been an increase in some types of crime notably burglary and that some local crime incidents were opportunist in nature (unlocked doors for example) enabling theft of tools from garages/sheds. They urged residents to be vigilant and ensure adequate crime prevention measures were in place. A discussion took place regarding concerns within the locality regarding drug related crime and successful prosecution of offenders. Inspector Hinch advised that the Police were aware of a number of problem areas and had put in place a range of tactical responses to deal with these concerns. He also confirmed that in relation to cross border crime which the locality and the wider East Riding of Yorkshire area experienced, a number of successful operations and arrests had been made. Councillor Hildyard thanked the Officers for attending and asked if there was any additional opportunity to link policing updates to the new Council website (go live April 2019). Inspector Hinch indicated the 'My Community Alert' system may be useful and that Councillor Heffer was already an established contact for this.

Action: Clerk to progress website development linking with appropriate Police updates

Action: Clerk to invite Inspector Hinch and PC Matthews to the September 2019 meeting of the Parish Council.

2110. Correspondence received/actioned

The Clerk presented a range of correspondence items received since Council last convened on the 17th January 2019. These items were for information, action, consultation and response. The Clerk advised that where possible responses had been provided to the agencies/people in question. A discussion took place in relation to the items of key correspondence received and direction given. The Clerk advised Councillors of the latest requirements from ERYC in relation to the May 2019 elections and that all relevant documentation (nomination forms etc) had been circulated to them previously 5th February 2019. The Clerk confirmed that the nomination period was 20/3/19 to 3/4/19 and offered to deliver all papers to County Hall if required. Councillor Boynton advised that papers could also be collected directly from County Hall and that this year all nominations had to be proposed and seconded by a resident within the Parish and not the wider Beverley area. In relation to the Longcroft School development and associated consultation regarding the disposal of the land, the Clerk advised that correspondence had been received. Councillor Hildyard indicated that the Council were in support of the initiative and the continued provision of appropriate facilities for the Air Training Corps and Scouts. Councillor Coates raised concerns regarding the current state of fencing in the vicinity of the Hayride Public House and was advised that this will be an ERYC responsibility. The Clerk further advised that ERYC had been formally approached (Archive Team) regarding the provision of images for the Molescroft Roll of Honour thereby enabling Councillor Boynton and Heffer to further progress their work on behalf of the Council.

Action: Councillors to progress nomination forms as required and confirm the submission arrangements with the Clerk.

Action: Councillor Hildyard to seek clarity from ERYC contact regarding fencing provision in the vicinity of the Hayride Public House

Action: Councillors Boynton and Heffer to continue with works to restore and install the Roll of Honour within the Pavilion.

2111. Planning Applications/Decisions

The Clerk presented the current planning applications and advised that all comments regarding applications to 21st February 2019 had been made to ERYC via the Planning Portal within agreed timescales.

Application Address	Proposed Works	Comments
2 Westfield Avenue	Extension (side & rear)	Concern re impact on neighbouring property
52 Woodhall Way	Side extension and garage	No issues/objections
Cedar Wood House	Various (3 plots)	No issues/objections but concerns of retrospective planning permission being sought (plot 1)
24 Rowan Avenue	Extension to rood height/various	Comments re provision of privacy glass to second floor bathroom as a requirement
34 Mulberry Avenue	Single storey extension	No issues/objections

2112. Payment of Accounts

The Clerk updated Council regarding current payments for the month of February 2019. Payments made for February 2019 were £5322.80. The Clerk highlighted one off costs for the purchase of new mobile phones and additional staffing costs for this period. The Clerk also indicated additional revenue costs for the Pension Review and Commercial Insurances. The accounts were agreed for payment and the Chairman and Clerk (Responsible Financial Officer) signed the payment schedule as correct and for authorisation.

Action: Clerk to continue close budget monitoring to year end.

2113. Draft Planning Enforcement Plan

The Clerk explained that a draft Enforcement Plan had been received from ERYC (Stephen Hunt) with a view to seeking Parish views as to the content and specifically the service standards detailed. The plan outlines what enforcement action/options are available dependent on nature/gravity of apparent breach and the timescales within which ERYC must act. A discussion took place as to the content of the document. Councillor Hildyard noted the timescales described by which responses to key enforcement concerns should be received and the appropriate course of actions outlined. It was agreed that the Council look forward to working with ERYC in ensuring appropriate and timely enforcement action within the Parish and the implementation of the standards described.

Action: The Clerk to contact ERYC to advise of Council consultation and views.

2114. Parish and Town Council Communications Review

The Clerk updated Councillors regarding the final report received from ERYC regarding a review of how ERYC and Town and Parish Councils communicate and share information. The review documentation had been circulated to Councillors previously for consideration and includes 11 recommendations for change. A discussion was held as to the report content and all recommendations which serve to enhance and improve collaborative working and communication was welcomed. Specifically, Councillor Hildyard requested that in providing feedback to the ERYC

the Clerk reiterate that the production of one Parish Charter is welcomed thereby enabling clarity and consistency of relationships/expectations irrespective of location within ERYC.

Action: Clerk to provide feedback to ERYC within required timescales as above.

2115. Pavilion Business Model: Hours of Operation 2019/20

The Clerk advised that she had completed a first stage analysis of current demand and the potential for additional capacity including income generation for the Council derived from lettings/hire of the facilities. This review clearly outlined the additional potential for growth and importantly the provision of enhanced community facilities over a longer period. A discussion took place as to the hours of operation, priority bookings and means by which people could access the current booking schedule and make a booking. Fees and charges were also discussed and the options for weekend hire charges. Moving forward it was agreed that the following broad principles should be adopted, namely i) clarify hours of operation to be 8am – 11pm subject to resourcing ii) maximise capacity recognising that 100% was unrealistic but that year on year growth was required iii) ensure bookings are secured over the longer term including block bookings thereby securing the best use of Council assets and capture demand iv) move to an online booking facility enabled by the new website v) ensure social media feeds complement/publicise the management of the Pavilion/assets vi) consider enhancements to the Pavilion facilities in the wider build programme to include IT and web enabled facilities and drinks machine provision etc.

Action: Councillor Hildyard to ensure scope of any project brief for Pavilion build enhancements includes the IT requirements detailed above.

Action: Clerk to ensure the above broad operating principles are communicated to the relevant staff thereby enabling clarity regarding priority bookings and council priorities.

Action: Clerk to transition booking arrangements to online facility enabling transparency.

2116. Council Communication: Approach and Plan

A discussion was held as to the current provision for corporate communications and linked issues of social media feeds once the new website is launched. Councillor Hildyard indicated that in light of the upcoming elections all Councillors are urged to remember that the Parish Council is non-political and that any correspondence/communication is a reflection of Council policy. It was further discussed that future social media feeds should be managed by the Clerk.

Action: Councillors to note the above communication approach.

Action: Clerk to manage social media feed and be single point of contact with the Chairman/Vice Chair for all official communications.

2117. Website Update

The Clerk advised that meetings continue to develop the web content and that the planned launch of the site is April 2019 (sign off scheduled 21st March 2019). The Clerk also advised that emails will transition within this same period. A discussion was held as to the web content and Council agreed that the Clerk should sign off the final design prior to launch.

Action: Clerk to continue with web site development and sign off design/content as required.

2118. Feedback from Meetings Attended

Councillor Coates advised Council that he now chairs the Facebook Friends of Longcroft School group and requested permission for a banner to be placed on the perimeter fence. This was agreed. Councillor Boynton further updated the meeting regarding the Civic Society initiative to develop historic boards within the Parish and indicated that Councillor Hildyard may be a useful contact for this project. Councillor Hildyard agreed. In addition, Councillor Boynton requested if the Molescroft White Stars football team could display a new shirt with sponsor in the foyer of the Pavilion. This was agreed subject to it being suitably displayed.

Action: Councillor Coates to arrange for banner to be placed on perimeter fence as detailed above.

2119. Items for next agenda

Pavilion build/enhancement update (Cllr Hildyard)
Commuted Sums update (Clerk)

2120. Personnel Committee Update (In camera)

Date of next meeting

For noting, 21st March 2019

The Chairman closed the meeting 9.00pm

Minutes produced by: Eve Williams, Clerk. Date: 25th February 2019.

Signed.....(Chairman)