

# Cottingham Parish Council



**FULL PARISH AND FINANCE MEETING OF COTTINGHAM PARISH COUNCIL**  
**HELD AT ARLINGTON HALL**  
**7:00PM ON THURSDAY 18<sup>th</sup> NOVEMBER 2021**

**PRESENT:** Councillors: Abel (Chairman), Jump, Green, Medini, Kemp, Moore,  
& Duke  
Clerk: Matthew Kay  
3 members of the public  
PCSO Mike Dale

3420 DECLARATIONS OF INTEREST

Non-Received

3421 TO RECEIVE AND APPROVE APOLOGIES

Apologies received from Cllr Cantrell, Knight, & Casson

**Resolved: Apologies accepted**

3422 TO RECEIVE LOCAL POLICING REPORT

PCSO Mike Dale updated Councillors on recent crime in the village. Bonfire night had been quiet compared to previous years but there had been a spike in opportunist burglaries in recent weeks in the Cottingham South ward. The Pubwatch scheme is ongoing and new officers have been recruited.

3423 PUBLIC SESSION (10-MINUTE OPPORTUNITY FOR PUBLIC PRESENT TO RAISE MATTERS)

Members of the Public questioned Councillors on the Memorial Gardens and the Parish Council article in the Cottingham Times

## 3424 TO CONFIRM, ADOPT, AND SIGN THE MINUTES/NOTES

Prior to the adoption of the Minutes, the Clerk asked the Chair if he could make a statement regarding undue interference in the formulation of Minutes and the negative impact this was having on members of staff

- 3424.1 Events Working Party meeting held on 12<sup>th</sup> October 2021
- 3424.2 Full Parish & Finance meeting held on 21<sup>st</sup> October 2021
- 3424.3 Allotment Committee meeting held on the 29<sup>th</sup> October 2021
- 3424.4 Planning Committee meeting held on 2<sup>nd</sup> November 2021

3424.2 Cllr Duke asked for minor amendments to be made, which were agreed.

**Resolved: That all minutes/notes be adopted as a true record, with agreed amendments**

## 3425 TO RECEIVE UPDATE ON THE FINANCIAL POSITION OF THE COUNCIL AND APPROVE PAYMENTS

The Clerk provided an update on the current financial position of the Council, informing Councillors of large payments made and income received. Councillors also examined the 2021/2022 budget

**Resolved: On a unanimous vote the schedules showing receipts and payments made during the month of October were approved**

## 3426 TO DISCUSS GRANT REQUESTS

- 3426.1 Springboard Music Festival

A grant of £2076.20 had been applied for to assist with advertising costs for the 2022 Festival, the amount requested being based on received quotations

**Resolved: £2076.20 grant approved with any leftover money returned to the Parish Council, as in previous years**

## 3427 TO DISCUSS CAPITAL PROJECTS

Cllr Abel asked Councillors if, given the fireworks were no longer going ahead, she could investigate the booking of a headline act to close the Christmas Festival. She pointed out that, due to the timing of the next meeting, costings would have to be agreed via email and approved retrospectively

**Resolved: Cllr Abel to make enquiries**

## 3428 TO RECEIVE UPDATE ON 2021 CHRISTMAS FESTIVAL AND AGREE 2022 PRICES

The Clerk updated Cllrs on the progress of the Christmas Festival and wished it to be minuted that the Deputy Clerk had worked tirelessly on the organisation of the Festival and had been able to secure grants from East Riding of Yorkshire Council, which should mean that costs to the Parish Council are minimal.

The Clerk also highlighted the stall charges that the Events Working Party wished to have in place for Cottingham Day and the Christmas Festival in 2022. Councillors agreed to these charges.

**Resolved: Events Working Party 2022 stall charges be implemented**

## 3429 TO APPROVE 'SPEED BEAR' PURCHASE AND DISCUSS POTENTIAL LOCATIONS

Due to time pressures, the purchase of the bear for £500 had been agreed by Cllrs via email on the request of Cllr Medini.

Cllr Jump raised concerns that the bear had been purchased without an agreed location from East Riding of Yorkshire Council, though the Clerk had made preliminary contact with them.

Cllrs discussed potential locations and agreed Harland Way, underneath the 30mph, would be a good spot. Cllr Medini also suggested a naming competition be held

**Resolved: Purchase of the bear confirmed**

**Resolved: Clerk to contact East Riding of Yorkshire Council regarding siting on Harland Way**

## 3430 TO DISCUSS OFFICE TELEPHONES

Cllr Green, as Chair of the Personnel Committee, informed Cllrs that, due to recent events, she had concerns over staff safety and wished for office telephone calls to be recorded. The Clerk had obtained costings of £9.98 per month from KCOM

Cllrs agreed to proceed but asked that a message stating that calls were being recorded be added.

**Resolved: Clerk to make arrangements with KCOM**

## 3431 TO APPROVE REPLACEMENT OF OFFICE DOOR

The Clerk informed Cllrs that, following recommendations from the East Riding of Yorkshire Council Conservation Officer, he had sought quotations for a new Accoya door for the office. The only quote received was £2060 plus £300 fitting.

Cllr Duke stated that he did not believe Accoya was the best option and that other hardwoods would be more durable and better value.

**Resolved: Clerk to seek alternative quotes**

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*Chairman: Councillor Ann Abel Tel: 01482 875489 Clerk: Matthew Kay*

## 3432 REPRESENTATIVES TO OUTSIDE ORGANISATIONS

Cllr Jump informed Cllrs that the Haltemprice Flood Action Group would be meeting again in the New Year

## 3433 TO RECEIVE REPORT FROM ERYC WARD COUNCILLORS

Ward Cllr Mathieson informed Cllrs that Yorkshire Water had begun dye tests in the area

## 3434 TO DISCUSS RECEIVED CORRESPONDENCE

The Clerk informed Cllrs that East Riding of Yorkshire Council had asked for further Bike Shelter location suggestions. Cllrs recommended near to the Co-op or, alternatively, asked if the money set aside could be used on something else, such as bike locking points. Cllr Jump also asked if the Bike Shelter at the junction of King Street/Hallgate could be cleaned.

Cllr Abel informed Cllrs that correspondence had been received concerning the Parish Council litterbin on the Parkway being vandalised. It was hoped this could be replaced with the litterbin removed from the Railway Pub houses. Cllr Abel also stated that the defibrillator gifted to the Parish Council by the Yorkshire Ambulance Service would soon be in place at the One Stop Shop now paperwork had been completed.

## 3435 MEMBERS' POINTS OF INFORMATION AND AGENDA ITEMS FOR NEXT MEETING (DISCUSSION ITEMS ONLY)

Traffic & Parking Survey (Planning)

**Exclusion of the Public: The Council will decide if, due to the confidential nature of the business to be conducted, it is advisable in the public interest that the public and press be excluded**

**Cllr Abel requested the public leave the meeting**

## 3436 TO CONFIRM, ADOPT AND SIGN THE MINUTES

3436.1 Personnel Committee Meeting held on 5<sup>th</sup> November 2021

**Resolved: That all minutes be adopted as a true record**

**There was no other business and the Meeting closed at 8:40pm**

Signed ..... Chairman of the Cottingham Parish Council