

Cottingham Parish Council



MEETING OF COTTINGHAM PARISH COUNCIL
HELD AT THE PARISH OFFICE, 9 THE COTTAGES, COTTINGHAM
7PM ON THURSDAY 20th MARCH 2025

PRESENT: Councillors: Casson, Graves, Jump, Kemp, Larkin, Longbottom, Porteus, Stather & Ward
 Clerks: Pape/Price
 8 members of the public present

4163 DECLARATIONS OF INTEREST

There were no declarations of interest

4164 APOLOGIES FOR ABSENCE

Apologies were received from Councillors Kind and Marten

4165 TO RECEIVE LOCAL POLICING REPORT

4165.1 No representatives of the police were in attendance but PC Gowan had forwarded a report showing a range of crime data for Cottingham Parish. Councillors asked questions about the data in relation to sexual offences, the apparent reduction in shop theft and the need to have data for Cottingham North and South wards.

Resolved: that the Clerks request reports similar to the previous format and more information about the sexual offences.

4166 TO RECEIVE REPORTS FROM ERYC WARD COUNCILLORS

4166.1 Written reports from each of the ward councillors had been circulated with the agenda. Parish Councillors raised questions in relation to the implementation of the government's new bin collection proposals; bus timetables; affordable housing; recent increases in shoplifting by different individuals; progress with discussions about commuted sums and proposals in relation to car parking charges and the possible implementation timescale.

Resolved: that further reports include issues that are either directly relevant to Cottingham Parish or wider issues that have an impact on the parish.

The Chairman agreed to vary the order of the agenda to bring forward consideration of the two grant applications.

4167 TO CONSIDER GRANT REQUESTS

The Parish Council Office: 9 The Cottages, Market Green, Cottingham, East Yorkshire HU16 5QG

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4167.1 Cottingham Village Trust – The application and supporting papers had been circulated with the agenda and the applicant attended to answer any questions. The Clerk reported that at the Finance Committee meeting on 16 October 2024 the budget for the public toilets had been increased to £12,000.

Resolved: that a grant of £12,000 be awarded to Cottingham Village Trust towards the cost of operating the public toilets

Councillor Casson declared a non pecuniary interest in the following item insofar as he worked closely with the applicant on a variety of projects and did not take part in the discussion or decision. In the absence of the Deputy Chairman, Councillor Jump took the Chair for this item.

4167.2 Cottingham Lawn Tennis Club – the application and supporting papers had been circulated with the agenda and the applicant attended to answer any questions. The applicant confirmed that the request related only to materials; that they had applied unsuccessfully to a number of other funders; that the membership of the club was 350, the majority from Cottingham and that the club did run a number of activities for the wider community.

Resolved: that a grant of £3,831.53 be awarded to the Cottingham Lawn Tennis Club towards the cost of fencing.

4167.3 Councillors suggested that the availability of grants should be publicised more widely and that applications should be considered by the Finance Committee prior to being submitted to the Full Council

Resolved:

- i. **that the availability of grants be advertised more widely, and**
- ii. **that applications be considered by the Finance Committee prior to submission to the Full Council.**

Councillor Casson retook the Chair.

4168 PUBLIC QUESTIONS

4168.1 A resident attended to provide more information about a planning application that had already been considered by the Council. The Chairman of the Planning Committee clarified that the Parish Council's comments would stand, but the resident could attend the ERYC Planning Committee to make a comment, if the matter wasn't delegated to Planning Officers or submit an appeal if the application is refused.

4168.2 A resident had submitted a question about why the Memorial Gardens weren't labelled on the noticeboard maps. The Chairman clarified that this was due to a lack of space.

4168.3 A resident had submitted a question about the provision of bins in the Hull Road /Bricknell Avenue area and identified locations he felt would be suitable. The Chairman reported that the request would be submitted to the Environment Working Group to consider with other requests.

4168.4 A resident had submitted a question regarding when issues with the village CCTV would be resolved. The Clerk reported that the system was currently working effectively and that images were accessible at Hessle; repairs to some cabling had been ordered and that work was underway on policies to allow the Clerks and the police to access the CCTV system from the Parish Council offices.

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4168.5 A question had been submitted asking if links could be added to meeting agendas and minutes and whether the Parish Council could promote other events and surveys. The Clerk reported that links would be added and that other appropriate events/surveys could be promoted if resources allowed.

Resolved:

- i. that the questions and responses be noted;
- ii. that the request from bins be considered by the Environment Working Group, and
- iii. that links would be added to future agendas and minutes, and
- iv. that appropriate events or surveys could be advertised on the Parish council's website or Facebook page if resources allowed.

4169 TO CONFIRM, ADOPT, AND SIGN THE MINUTES/NOTES

- 4169.1 Planning Committee meeting held on 18th February 2025
- 4169.2 Personnel Committee meeting held on 20th February 2025
- 4169.3 Full Parish meeting held on 20th February 2025
- 4169.4 Neighbourhood Plan Steering Group meeting held on 24th February 2025
- 4169.5 Events Working Party meeting held on 25th February 2025
- 4169.6 VE Day Working Party Meeting held on 4th March 2025
- 4169.7 Car Parking Charges Working Group Meeting held on 5th March 2025

Resolved: that all minutes/notes be adopted as a true record

4170 TO RECEIVE UPDATE ON THE FINANCIAL POSITION OF THE COUNCIL, REVIEW BUDGET AND APPROVE FEBRUARY PAYMENTS

4170.1 The Clerk submitted a report setting out details of the financial position of the Council and answered Cllr questions. She outlined a probable underspend due to limited grant applications being received and lower than expected costs associated with repainting the Parish Council offices.

Resolved:

- i. that the schedules showing receipts and payments made during February 2025 be approved;
- ii. the projected underspend be noted, and
- iii. that Cllrs confirmed sight of the monthly bank reconciliations.

4171 TO APPROVE THE PROPOSED WORDING FOR THE CAR PARK SURVEYS

4171.1 The Clerk submitted draft surveys which had been produced following discussion at the Car Park Charges Working Group. Councillors noted some inconsistencies and suggested the introductory paragraph be amended and the font increased for printed surveys.

Resolved: that the surveys be amended to take on board to the comments made at the meeting.

4172 TO CONSIDER APPOINTING COUNCILLOR LARKIN TO THE VE DAY WORKING GROUP

Resolved: that Councillor Larkin be appointed to the VE Day Working Group

4173 TO DISCUSS HALLGATE MEMORIAL GARDENS

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4173.1 The Clerk submitted two quotes that had been received to address issues at the rear of the Memorial Gardens that were not covered by the current contract. Councillors discussed the central circle, solar lighting on the gates and a potential volunteer who may be interested in working in the Gardens on a regular basis.

Resolved:

- i. that the quotation of £350 from Worklink to undertake work at the back of the Memorial Gardens and plant bulbs, poppies and primulas be approved;
- ii. that Councillors meet to weed the central circle;
- iii. that a councillor checks whether the solar lights are working, and
- iv. that the Office liaises with the potential volunteer if they are interested.

4174 TO RECEIVE AN UPDATE ON THE BMX TRACK

4174.1 The Clerk reported that the issue of the BMX track would be discussed at a meeting with the ERYC Commuted Sums team in early April.

Resolved: that the report be noted.

4175 TO CONSIDER THE PARISH COUNCIL RESPONSE TO THE ERYC WARD BOUNDARY REVIEW

4175.1 The Clerk submitted a copy of the proposals insofar as they related to Cottingham. Councillors noted that whilst there were no proposals to amend the Cottingham South Ward, Cottingham North would lose Dunswell but gain Skidby. Councillors regretted the potential loss of Dunswell due to longstanding links with Cottingham and the fact that pupils from Dunswell attended Cottingham High School. Councillors requested further information about the views of Dunswell residents in relation to the proposals.

Resolved:

- i. that information is sought from Cottingham High School regarding the numbers of pupils attending from Dunswell;
- ii. that ward councillors seek to establish the views of Dunswell residents, and
- iii. that the issue be reconsidered at the April meeting of the Parish Council.

4176 TO RECEIVE AN UPDATE ON THE PARISH COUNCIL'S STRATEGIC PLAN

4176.1 The Clerk submitted a report setting out actions against the Parish Council's agreed priorities for 2024/25, the Clerk reported that the new priorities would take effect in April 2025. A Councillor asked whether Cottingham Unity still existed and was advised that it did not.

Resolved:

- i. that the report be noted, and
- ii. that any references to Cottingham unity in the 25/26 Strategic Plan be removed.

4177 TO RECEIVE UPDATE ON TOWN CENTRE PROJECT

4177.1 The Clerk submitted a report prepared by the Town Centre Officer outlining recent work, including arrangements for the VE Day Celebrations on 8th May 2025. Councillors commented on the positive feedback from the Green Scene event.

Resolved:

- i. that the report be noted, and
- ii. that the volunteers and staff involved in the Green Scene event be thanked.

4178 REPORTS FROM REPRESENTATIVES TO OUTSIDE ORGANISATIONS

4178 Cllr Casson reported on progress with the Cottingham in Bloom project noting that training was required for anyone working at the railway station.

4178.2 Councillor Ward reported that Church Walk had been planted up.

4178.3 Councillor Jump reported on a meeting she had attended regarding Dogger Bank D and had queried why schemes were not sharing infrastructure.

Resolved: that the reports be noted.

4179 TO DISCUSS RECEIVED CORRESPONDENCE

4179.1 The Clerk reported on the proposed application for a bus shelter on King Street outside Hallgarth Residential Home and sought councillors' views on the appropriate design and location. Residents had been consulted about the proposal and advice had been sought from ERYC but had not yet been received.

Resolved

- i. that the Parish Council's preference would be a 2 bay cantilever Shelter without end panels;
- ii. That the location should be agreed with ERYC if the application for funding was successful, and
- iii. that consultation be undertaken with bus users.

4179.2 The Clerk circulated a letter that had been received from Nick Dakin MP, Parliamentary Under-Secretary for State for Justice setting out the Government's position on sentencing and advising if an independent review of Sentencing that began on 22 October 2024

Resolved: that the report be noted.

4180 MEMBERS' POINTS OF INFORMATION AND AGENDA ITEMS FOR NEXT MEETING (DISCUSSION ITEMS ONLY)

Progress with the BMX track
Ward Boundary Review
Bus Shelter proposal

4181 EXCLUSION OF THE PRESS AND PUBLIC

Resolved: that the press and public be excluded from the meeting for the consideration of the following matters on the grounds that it involves the likely disclosure of confidential information as defined in Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960.

4182 TO NOTE THE PROGRESSION OF THE CLERK'S PAY SCALES

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The Chairman reported that following appraisals carried out by the Chairman of the Personnel Committee, both Clerks would progress to the next point on the salary scale in accordance with their contracts.

Resolved: that the Clerks progress to the next salary point with effect from 1 April 2025.

4183 TO RECEIVE AN UPDATE ON THE LEASE FOR 7-8 THE COTTAGES

4162.1 The Clerk advised that the rent review for 7-8 The Cottages had been successfully completed.

Resolved: that the report be noted

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

Signed Chairman of the Cottingham Parish Council

DRAFT