

Cottingham Parish Council



MEETING OF COTTINGHAM PARISH COUNCIL
HELD AT THE PARISH OFFICE, 9 THE COTTAGES, COTTINGHAM
7PM ON THURSDAY 19th JUNE 2025

PRESENT: Councillors: Marten, Casson, Jump, Kemp, Porteus, Stather & Ward
 Clerks: Pape & Price
 11 members of the public present, 3 via Microsoft Teams

4237 APOLOGIES FOR ABSENCE

Apologies received from Cllrs Graves, Longbottom, Kind & Larkin

Resolved: that apologies be accepted

4238 DECLARATIONS OF INTEREST

Declarations of interest – Member Code of Conduct. To record any declarations of pecuniary or non- pecuniary interests by any member in respect of items on this agenda

There were no declarations

4239 PUBLIC QUESTIONS

To consider matters raised in advance of the meeting per Minute reference 3607.1. In accordance with Standing Order 3e the period for public questions shall not exceed 10 minutes

4239.1 A resident had submitted a question asking the Parish Council to give a statement to Villagers on the current working efficiency of the CCTV, how much it costs the Village (including recent repairs) and plans to upgrade and move its location

4239.2 A resident had submitted a question requesting an update on the improvement and upgrade of the PC Website

4239.3 A resident had submitted a question regarding the reasoning behind the rumours of the flattening of the only public accessible area for children entertainment, this being the BMX/MTB park

4239.4 A resident had submitted a question requesting information of all the funding that has been provided by means of commuted sums to the private Tennis Club Cottingham Lawns with public money

4239.5 A resident had submitted a question asking if any persons of the Parish Council were a member of the Cottingham Lawns tennis club, or had been over the past 10 years

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4239.6 A number of residents had submitted questions regarding the current proposals being considered by the Parish Council and KGV Working Group for the future of the BMX track

Resolved:

- i. that the questions and responses be noted;
- ii. that a Councillor briefing meeting be convened to discuss the future of the BMX track, and
- iii. that a public meeting be convened to allow interested residents to discuss options and proposals for the BMX track

4240 TO RECEIVE LOCAL POLICING REPORT

4240.1 No representatives of the police were in attendance but PC Batch had forwarded a report showing a range of crime data for Cottingham Parish. Councillors requested thanks be extended to PC Batch regarding the updated format of the reports. The Clerk reported a list of meeting dates for the remainder of the year had been sent to Humberside Police to request their attendance at the meetings

Resolved: that the Clerk thank PC Batch for the updated report format

4241 TO RECEIVE REPORTS FROM ERYC WARD COUNCILLORS

4241.1 Written reports from Councillors Redshaw, Duke and Casson had been circulated prior to the meeting

Resolved: that the reports be noted

4242 TO CONFIRM, ADOPT, AND SIGN THE MINUTES/NOTES

4242.1 Planning Committee meeting held on 13th May 2025

4242.2 Full Parish meeting held on 15th May 2025

4242.3 Events Working Party meeting held on 22nd May 2025

4242.4 Planning Committee meeting held on 3rd June 2025

4242.5 Extraordinary Meeting of the Council held on 3rd June 2025

4242.6 Finance Committee meeting held on 10th June 2025

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

Financial Matters

4243 TO RECEIVE UPDATE ON THE FINANCIAL POSITION OF THE COUNCIL, REVIEW BUDGET AND APPROVE APRIL AND MAY PAYMENTS

4243.1 The Clerk advised that the financial position of the council, budget and April & May transactions had been considered in depth by the Finance Committee who recommended approval

Resolved:

- i. that the schedules showing receipts and payments made during April & May 2025 be approved, and
- ii. that Cllrs confirmed sight of the monthly bank reconciliations

4244 TO RECEIVE THE REPORT OF THE INTERNAL AUDITOR AND AGREE ACTIONS REQUIRED TO ADDRESS ANY RECOMMENDATIONS

4244.1 The Clerk advised that the report of the internal auditor had been considered in depth by the Finance Committee who recommended approval

Resolved:

- i. **that the report of the Internal Auditor be accepted, and**
- ii. **that staff be thanked for their work on the accounts**

4245 TO CONSIDER THE FINANCE COMMITTEE'S RECOMMENDATIONS IN RESPECT OF THE ACCOUNTABILITY AND GOVERNANCE RETURN (AGAR) FOR 2024/25

4245.1 The Clerk advised that the Accountability and Governance Return (AGAR) for 2024/25 had been considered in depth by the Finance Committee who recommended that the AGAR for 2024/25 be agreed and signed by the Chair.

Resolved:

- i. **that the Parish Council approved the AGAR Section 1 - Annual Governance Statement, this was signed by the Chair, and**
- ii. **that the Parish Council approved the AGAR Section 2 - Accounting Statements, this was signed by the Chair**

4246 TO CONSIDER A PROPOSAL TO SUBMIT A GRANT APPLICATION TO THE UK SPF FOR ADDITIONAL NOTICEBOARDS

4246.1 The Clerk advised the closing date for application was 25th June 2025, funding to be spent by 31st December 2025. The Town Centre Officer had sought approval from Northern Rail for 2 noticeboards be mounted on the walls of Cottingham Station. Councillors proposed that an additional 2 free standing noticeboards be installed at the new housing estates on Harland Way and Castle Road.

Resolved: that a UK SPF grant application be submitted

Administration

4247 TO CONSIDER A CONSULTATION ON PROPOSED VARIATIONS TO THE COTTINGHAM PUBLIC SPACES PROTECTION ORDER

4247.1 A copy of the proposed variations had been circulated to Cllrs in advance of the meeting. Cllrs recommended e-scooters be added to the list of MPVs, that dog exclusion areas be extended to include all play areas and the alcohol prohibition area be extended to include Abbot's Walk. Councillors also enquired about enforcement of the Order and whether this could be delegated to 'wardens'.

Resolved: that the Clerks contact East Riding of Yorkshire Council to request the Order be amended to include e-scooters under the list of MPVs, that dog exclusion areas be extended to include all play areas, that the alcohol prohibition area be extended to include Abbot's Walk park and further information about enforcement.

4248 TO CONSIDER CORRESPONDENCE FROM ACTIVE SPORTS SETTING OUT COSTS FOR POSSIBLE SUMMER SPORTS/ACTIVITY COACHING

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4248.1 Councillors considered the sports available and the associated costs; it was resolved not to book any activities in the current financial year but to consider incorporating them into the budget/strategic plan for 2026/27

Resolved: that the Council consider incorporating summer sports/activity coaching costs within the budget/strategic plan for 2026/27

4249 TO CONSIDER THE RISK ASSESMENT FOR COTTINGHAM DAY

4249.1 The Clerk referred to the revised Risk Assessment that had been created for Cottingham Day and advised that it identified hazards and actions to mitigate them. A Councillor suggested that the scores were reviewed for future events to better reflect the impact of mitigating actions.

Resolved:

- i. **that the risks and mitigating actions be approved but the scores be reviewed for future events by the Events Working Party, and**
- ii. **that Richard Moverley and the Events Working Party be thanked for their work on revising the Risk Assessment.**

4250 TO CONSIDER A PROPOSAL FROM THE EVENTS WORKING GROUP REGARDING FEES FOR ADDITIONAL STALLS

4250.1 The Clerk reported that stall bookings were lower than expected - 48 rather than 80 at previous events; Cottingham Day clashes with the Humber Farmers' Market which may have had an impact. The Events Working Group proposed offering an additional stall to confirmed traders at a cost of £40, this was approved by Councillors

Resolved: that traders with a confirmed market stall booking be offered an additional stall at a fee of £40

4251 TO RECEIVE A REPORT FROM THE KGV WORKING GROUP AND CONSIDER PROPOSALS RELATING TO THE BMX TRACK AND COMMUTED SUMS

4251.1 Councillors agreed to defer this item; a Councillor briefing meeting will be convened to discuss the future of the BMX track, a public meeting will also be convened to allow interested residents to discuss options and proposals for the BMX track

Resolved:

- i. **that the agenda item be deferred;**
- ii. **that a Councillor briefing meeting be convened to discuss the future of the BMX track**
- iii. **that a public meeting be convened to allow interested residents to discuss options and proposals for the BMX track**

4252 TO RECEIVE AN UPDATE ON THE STRATEGIC PLAN

4252.1 The Clerk referred to a monitoring report that had been circulated showing updated actions against priorities. Councillor Casson requested that the Parish Council undertakes a Traffic Survey in 2026 as it was ;last done some years ago.

Resolved:

- i. **that the report be noted,**

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- ii. **that an ANPR Traffic Survey be added to the Strategic Plan priorities for 2026 and**
- iii. **that the Strategic Plan be submitted to Committees and Working Groups to ensure their proposals are focused on delivering the Strategic Plan priorities**

4253 TO RECEIVE AN UPDATE FROM THE TOWN CENTRE OFFICER

4253.1 The Clerk submitted a report prepared by the Town Centre Officer outlining recent work, including feedback from the VE Day Celebrations on 8th May 2025, Cottingham in Bloom, the Cottingham Business Forum, arrangements for a Cottingham Playday Event on 7th August 2025, arrangements for the Celebration of Older People's event to be held on 1st October 2025 and possible future funding opportunities

Resolved:

- i. **that the report be noted, and**
- ii. **that the Town Centre Officer be thanked for her work**

4254 TO CONSIDER A REVISED SOCIAL MEDIA POLICY

4254.1 The Clerk submitted a revised Social Media Policy for members' consideration

Resolved: that, with amendments, the revised Social Media Policy be agreed

4255 REPORTS FROM REPRESENTATIVES TO OUTSIDE ORGANISATIONS

4255.1 Cllr Graves had submitted notes from the YCCRP AGM he had attended on 2nd June 2025

4255.2 Cllr Jump reported on the Dogger Bank D meeting she had attended on 23rd May 2025, a public consultation meeting was scheduled to take place within the Civic Hall on 26th June 2025

4255.3 Cllrs Casson & Jump reported on a Wastewise meeting they had attended on 19th June 2025

Resolved: that the reports be noted

4256 TO DISCUSS RECEIVED CORRESPONDENCE

No correspondence had been received.

4257 MEMBERS' POINTS OF INFORMATION AND AGENDA ITEMS FOR NEXT MEETING (DISCUSSION ITEMS ONLY)

There were no points raised

There was no other business and the Meeting closed at 8:04pm

Signed Chair of the Cottingham Parish Council