



**MEETING OF COTTINGHAM PARISH COUNCIL & FINANCE**  
**HELD VIA ZOOM**  
**7:00PM ON THURSDAY 15th OCTOBER 2020**

**PRESENT:** Councillors: Abel (Chairman), Casson, Medini, Kemp and Moore  
 Clerk: Matthew Kay  
 Deputy Clerk: Nicola Pape  
 PCSO Mike Dale from Humberside Police  
 1 Member of the public

3280 DECLARATIONS OF INTEREST

No interests were declared

3281 TO RECEIVE AND APPROVE APOLOGIES

Apologies received from Cllrs Green, Jump, Knight and Kind

**Resolved: Apologies accepted**

3282 PUBLIC SESSION (10-minute opportunity for public present to raise matters)

3282.1 A member of the public informed Councillors that parents are unhappy with the condition of the King George V playing fields in Cottingham (inadequate equipment/tennis and basketball court out of use etc) and therefore taking their children to play in alternative parks outside of Cottingham. He wondered if funds from S106 monies could be used to upgrade the facilities and suggested that a grant request could be submitted to Sports England (he would be happy to instigate this as he has previous experience in grant applications). Clerk Matthew Kay explained that funds were not necessarily the issue, the Parish Council had conducted a 2019 Recreational Household survey and has discussed with ERYC possibilities of spending some of the S106 monies in Cottingham. Cllr Abel informed Councillors that the King George V Trust had plans for improving facilities within the future. Cllr Medini informed Councillors that ERYC have 80 parks to maintain and gave details of S106 funding from local building developers. The member of the public enquired how the

funds would be distributed - Councillor Medini explained ERYC use a formula to make these decisions.

It was agreed that the member of the public would liaise with Clerk Matthew Kay to discuss the way forward

**Resolved: Clerk Matthew Kay to liaise with the member of the public**

3282.1 The member of the public also expressed his concerns regarding the time limited parking for residents who live on Hallgate, close to West End Road, Cottingham. Residents are either unable to park close to their properties due to outside workers of the village parking on the street, or are incurring parking tickets for parking close to their own properties during the restricted times – the member of the public explained he first brought this to the attention of Cllr Jump 5 years ago and requested contact details of whom Cllr Jump had contacted at ERYC. (The member of the public suggested residents parking permits would alleviate the problem.) Clerk Matthew Kay will find the contact details required from ERYC and advise the member of the public

Cllr Medini advised Councillors that it is very rare for ERYC to sanction resident parking permit zones and would require 100% positive response from residents

Cllr Medini and Clerk Matthew Kay suggested a review of the parking restriction times would be more likely – it was agreed that the member of the public would liaise with Clerk Matthew Kay to take this issue forward

**Resolved: Clerk Matthew Kay to liaise with the member of the public**

3283 TO RECEIVE REPORT FROM HUMBERSIDE POLICE

3283.1 PCSO Mike Dale informed Councillors that the number of crimes committed 26<sup>th</sup> August 2020 to 9<sup>th</sup> September 2020 in both Cottingham North and South had kept at a steady level. However, since 9<sup>th</sup> September 2020, the number of burglaries had increased – the Police are putting a number of initiatives in place to help combat this

3283.2 PCSO Mike Dale informed Councillors that a new Police Officer will be dedicated to the Cottingham area

3283.3 PCSO Mike Dale is confident that once the CCTV upgrade works are completed in Cottingham, this will assist with more crime detection. He also requested that Clerk Matthew Kay, when writing the article for the November edition of the Cottingham Times, informs the public that the CCTV system is now up and running

**Resolved: Clerk Matthew Kay to include CCTV upgrade in November's edition of the Cottingham Times**

3284 TO CONFIRM, ADOPT, AND SIGN THE MINUTES/NOTES

3284.1 Drainage Working Party, 17<sup>th</sup> February 2020

3284.2 Neighbourhood Plan Steering Group, 18<sup>th</sup> February 2020

3284.3 Full Parish Council & Finance Committee, 20<sup>th</sup> February 2020

3284.4 Allotments Committee, 28<sup>th</sup> February 2020

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

*Tel: 01482 847623 E-mail : clerk@cottinghamcouncil.org*

*Website: www.cottinghamparishcouncil.org.uk*

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

- 3284.5 Events Working Party, 2<sup>nd</sup> March 2020  
 3284.6 Planning Committee, 3<sup>rd</sup> March 2020  
 3284.7 Full Parish & Finance Committee, 19<sup>th</sup> March 2020  
 3284.8 Full Parish & Finance Committee, 20<sup>th</sup> August 2020

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

- 3285 TO RECEIVE UPDATE ON THE FINANCIAL POSITION OF THE COUNCIL AND APPROVE PAYMENTS

Clerk Matthew Kay provided an update on the current financial position and answered questions from Councillors regarding the budget

**Resolved: On a unanimous vote the schedules showing receipts and payments made during the months of April 2020 to September 2020 were approved**

- 3286 TO RECEIVE UPDATE ON THE 2020/2021 BUDGET

Clerk Matthew Kay updated Councillors regarding the ongoing 2020/2021 budget and answered questions from Councillors

- 3287 TO DISCUSS GRANT REQUESTS

3287.1 Hallgate & King Street Christmas Lights - £5000 grant requested to purchase new displays and maintenance of existing displays

**Resolved: Grant approved**

3287.2 Cottingham Christmas Lights (West End) - £5000 grant requested for extensive replacement of electrical wiring and the purchase of 3 new displays

**Resolved: Grant approved**

3287.3 Cllr Medini suggested that funds from the ERYC Covid grant awarded to the Parish Council during 2020 could be used to purchase signs to be fixed to lighting columns within the village. He suggested purchasing signs which would state that Cottingham Parish Council are sponsors of the Christmas lights. He also suggested social distancing signs be purchased to be fixed on the lighting columns. Councillors agreed for Clerk Matthew Kay to order the signs

**Resolved: Clerk Matthew Kay to order signs**

- 3288 TO RECEIVE UPDATE ON CCTV INSTALLATION

Cllr Abel informed Councillors the upgrade of the CCTV system is close to completion - VSS have installed CCTV cameras around Cottingham, including 2 ANPR cameras. A further ANPR camera is due for installation on Thursday 15<sup>th</sup> October on South Street. A

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

*Tel: 01482 847623 E-mail : clerk@cottinghamcouncil.org*

*Website: www.cottinghamparishcouncil.org.uk*

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

number of years ago a remote camera had been situated on the Parkway in Cottingham. It is hoped that this remote camera could be reinstated in the forthcoming months.

The room within the Civic Hall which previously housed the parish Council's CCTV equipment has now been emptied, the equipment having been moved to Hessle. The link from the Humber Bridge to Hessle is due to be installed 16<sup>th</sup> October.

Cllr Abel also confirmed a number of cameras had been replaced with the new ones showing excellent clarity. PCSO Mike Dale confirmed the police are due to receive training on the operation of the new cameras and suggested Councillors could arrange a visit to the control room in Hessle. Cllr Medini stated that the Parish Council should continue their ongoing CCTV improvements with Clerk Matthew Kay confirming an amount has been set aside in the budget for this. Cllr Abel informed Councillors CCTV can only be installed to expanded areas that have an existing power supply.

Cllr Abel confirmed she had signed off the completed CCTV works so far

### **Cllr Casson joined the meeting at 7.45pm**

#### 3289 TO RECEIVE UPDATE ON MILLBECK WARD VACANCY AND AGREE ADDITIONAL MEMBER TO PERSONNEL COMMITTEE

3289.1 Clerk Matthew Kay informed Councillors that an election had been called for the Millbeck Ward vacancy. The election cannot take place until May 2021

3289.2 Clerk Matthew Kay informed Councillors that a vacancy has arisen for a Councillor to join the Personnel Committee – this being due to the resignation of Councillor Harness. Cllr Medini suggested that Clerk Matthew Kay email all Councillors to see if they are interested – if more than one Councillor expresses an interest this will go to a voting procedure

#### **Resolved: Clerk Matthew Kay to email Councillors**

#### 3290 TO DISCUSS RESULTS OF GEORGE STREET TRAFFIC SURVEY

The results of the survey were inconclusive due to a low rate of return from the public

#### 3291 REPRESENTATIVES TO OUTSIDE ORGANISATIONS

No representatives attended the meeting

#### 3292 TO RECEIVE REPORT FROM ERYC WARD COUNCILLORS

Cllr Medini updated Councillors on devolution – further to Government policy, on 4<sup>th</sup> September 2020 a deal was submitted to merge ERYC with Hull City Council (Hull City Councillors are opposed to this). The deal will be worth £1.6 billion over 30 years and will result in the Mayor making the final decision regarding all strategic planning. Cllr Cisson, Chair of the Planning Committee, suggested that if the Neighbourhood Plan is adhered to this should not cause undue concern for Cottingham

## 3293 TO DISCUSS RECEIVED CORRESPONDENCE

Cllr Abel informed Councillors a local resident had sent a letter to the Priory Ward Councillors (Cllrs Abel, Medini, Moore and Knight), expressing his concern over light pollution he is experiencing from another property – Cllr Abel had visited the resident on receipt of the letter. Cllr Medini suggested this is an issue which needs to be discussed with the ERYC Enforcement team and he will take this matter forward

**Resolved: Cllr Medini to contact ERYC Enforcement team**

## 3294 MEMBERS' POINTS OF INFORMATION AND AGENDA ITEMS FOR NEXT MEETING (DISCUSSION ITEMS ONLY)

**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 suggested “How to be a good Councillor” training be offered to all Councillors

**Resolved: Clerk Matthew Kay to organise training**

## 3295 TO DISCUSS ONGOING OFFICE ARRANGEMENTS DURING COVID-19 OUTBREAK

3295.1 Clerk Matthew Kay informed Councillors that the Parish office had reopened to the public at the beginning of September, but due to the updated guidance from the government, the office was now closed until further notice, with both the Clerk and Deputy Clerk working from home (Cllr Knight had expressed her dissatisfaction with this and Cllr Abel had informed Cllr Knight that the Parish Council was adhering to government guidelines)

3295.2 Clerk Matthew Kay informed Councillors that current government guidelines are to continue where possible to hold Council meetings via zoom and not face to face. Clerk Matthew Kay stated that meetings held via Zoom also enables public participation. Cllr Casson requested that Planning meetings recommence, preferably on a fortnightly basis via Zoom. Councillors discussed that Cllr Knight is concerned that the Parish Council is no longer commenting on Planning Applications. Clerk Matthew Kay and Cllr Abel have advised Cllr Knight that this is incorrect, the Clerk emails planning applications to all Councillors weekly with the date comments need to be submitted. Cllr Knight has refused to attend any Council meetings via Zoom and had refused assistance of help to attend such meetings offered by Cllr Abel. Clerk Matthew Kay will inform Cllr Knight of all planning decisions received by Councillors for each planning application. It was agreed that Planning Meetings recommence via Zoom – Clerk Matthew Kay will advise Councillors when the next meeting will be scheduled for. Clerk Matthew Kay informed Councillors that Deputy Clerk Nicola Pape emails planning decisions received each week to all Councillors

**Resolved: Clerk Matthew Kay to arrange Planning Meeting via Zoom**

3295.3 Cllr Casson informed Councillors that numerous members of the public had expressed their dissatisfaction that the planning application submitted to demolish the Railway Public House and erect houses had been approved by ERYC, with works already commencing. Cottingham Parish Council had recommended refusal for the development as the development contravenes section GP7 of the Neighbourhood Plan

**There was no other business and the Meeting closed at 8:10pm**

Signed .....

*Chairman of the Cottingham Parish Council*