

Cottingham Parish Council



MEETING OF COTTINGHAM PARISH COUNCIL & FINANCE
HELD AT 9 THE COTTAGES, MARKET GREEN, COTTINGHAM
7:00PM ON THURSDAY 21ST MARCH 2019

PRESENT: Councillors: Abel (Chairman), Casson, Hardwick, Harness, Jump, Wright, Kay, Sloan, McLaren, Kind & Knight
Clerk: Kay
Deputy Clerk: Pape
Eight members of the public

3088 DECLARATIONS OF INTEREST

Cllr Hardwick declared a pecuniary interest in item 3098 and left the room whilst it was discussed.

3089 TO RECEIVE AND APPROVE APOLOGIES

None received

3090 TO RECEIVE LOCAL POLICING REPORT

A local policing report had not been received due to the illness of PCSO Mike Dale

3091 TO APPROVE GRANT REQUESTS

3091.1 Friends of Hallgate Primary School

Friends of Hallgate Primary School requested a grant of £3000 towards creating a purpose built library. The Councillors agreed this full amount should be granted as the school had already raised approximately £2500 themselves

Resolved: Grant for £3000 approved

3091.2 Fitmums & Friends

Fitmums & Friends requested a grant of £1000 towards purchasing and securing two signs outside the Cottingham Sports Centre. Since the grant request was received in the Parish Office, Fitmums had obtained cheaper quotes and wanted to reduce the amount of the grant request to £400.

Councillors raised concerns regarding the group's high levels of profit, payment of salaries, and status as a limited company. Though the Councillors felt that Fitmums do carry out good work they believed that, on the basis of this application, the grant could not proceed. However, they did encourage them to reapply once concerns had been addressed.

Resolved: Grant refused

3092 TO CONFIRM, ADOPT, AND SIGN THE MINUTES/NOTES

- 3092.1 Neighbourhood Plan Steering Group meeting held on Tuesday 19th February 2019
- 3092.2 Full Parish & Finance meeting held on Thursday 21st February 2019
- 3092.3 Events Working Party meeting held on Monday 25th February 2019
- 3092.4 Neighbourhood Plan Steering Group meeting held on Monday 4th March 2019
- 3092.5 Planning Committee meeting held on Tuesday 5th March 2019

Resolved: That the above minutes be adopted as a true record

3093 TO RECEIVE UPDATE ON THE FINANCIAL POSITION OF THE COUNCIL AND APPROVE PAYMENTS

Resolved: On a unanimous vote the schedules showing receipts and payments made during the month of February 2019 were approved

3094 TO DISCUSS ALL REMAINING RISKS

3094.1 Cllr Harness informed the Committee that he felt Risk 45 (CCTV) should be increased from level 1 to level 3 in impact on the Council.

3094.2 Cllr Kind informed the Committee that Risk 11 (Crash of IT system) needed to be reworded from backing up data on "CD" to "hard drive"

Resolved: Cllrs felt that the Council adequately dealt with the associated risks with the insertion of the above updates.

3095 TO DISCUSS COTTINGHAM CHRISTMAS FESTIVAL

3095.1 Cllr Harness informed the Committee of the new price structure he was planning on implementing. The increase in stall fees were towards the aim of making the Festival self sufficient within the next 5 years. Cllr Harness informed the Committee that in 2018 the cost had been £4560.76 – well within the £10,000 budget. Cllr Harness also proposed that the organisation of the 2019 Festival be run in the same way as 2018. The Councillors agreed to the new price structure and the organisation of the 2019 Festival

Resolved: Increase in price structure approved. Organisation structure to remain the same

3096 TO DISCUSS TRAFFIC SURVEY

Cllr Casson informed the Committee that since the last traffic survey was conducted in Cottingham there have been numerous building developments in Cottingham which have added significantly to the amount of traffic passing through the village. Cllr Casson informed the Committee that we need a defence putting in place as soon as possible against a future increase in traffic and that an up to date traffic survey should be conducted as soon as possible. Cllr Jump stated that the Parish Council should pay for a professional company to conduct a survey and collate the results. Cllr Harness suggested that costings be obtained for a survey to be conducted and felt that if the cost would be under £1500 that the Councillors should resolve for the work to be undertaken as quickly as possible

Resolved: The Clerk to obtain costings for a traffic survey to be conducted

3097 TO DISCUSS PUBLIC SESSIONS

Cllr Jump advised the Committee that the majority of Town and Parish Councils allow the public time at the beginning of their meetings for them to air their views on local topics. Cllr Abel informed the Committee that this had been tried and tested in the past but the time limit had not been adhered to. Cllr Jump suggested that ERNLLCA be contacted for their advice on this matter. Cllr Harness suggested that the Parish office contacts other local Town and Parish Councils to enquire of their guidelines of how to run public sessions. Cllr Kind suggested that the Parish Office check the guidelines of Goole Town Council's website – he will forward a link to the Parish Clerk

Resolved: The Clerk to contact ERNLLCA and local Town/Parish Councils for guidance on Public Sessions

3098 TO DISCUSS BARRIER BASKETS

Councillors discussed the need to relocate the baskets in time for the spring planting.

Cllr Abel informed Council that a quote has been obtained from Cllr Hardwick to reinstall the barrier baskets for £750. The Council felt this this was too high and also that it would not be wise to reinstate the barriers on Hallgate,

Resolved: Cllr Abel would speak with Cllr Hardwick regarding the proposed costs

3099 TO APPROVE TENDERS AND HEALTH & SAFETY QUOTATIONS

This item was discussed after the exclusion of the public

3099.1 CCTV

The Council had approached three companies; Baydales, VSS, and Excell.

Cllr Abel open the sealed envelopes containing tenders.

Resolved: All Councillors, with the exception of Cllr Abel, agreed to offer the business to VSS at a cost of £15,017.80

3099.2 Website

The Council had approached three providers; Webhouse Publishing, Paul Nickerson, and Ben Steele.

Cllr Abel opened the sealed envelopes containing tenders

Resolved: The Committee decided that, as the quotes varied widely, the Clerk should obtain further quotes.

3099.3 Village Flowers

The Council had approached four organisations; Discount Plants, Cottingham Future Action Group, Landplan, and C H Plaxton.

Cllr Abel opened the sealed envelopes containing tenders

Resolved: The Councillors unanimously agreed to offer the business to Discount Plants at a cost of £1430

3099.4 Health & Safety

Though not part of the tendering process, the Council discussed quotations that the Clerk had received for a Health & Safety review,

Resolved: The Councillors unanimously agreed to offer the business to MGM at a cost of £600 per annum

3100 REPRESENTATIVES TO OUTSIDE ORGANISATIONS

3100.1 Cllr Jump provided the Council with an update from the Haltemprice Flood Action Meeting regarding COPFAS. Phase 1 is complete and Phase 2 (Eppleworth Road) should be completed early 2020. There had been an issue with the travellers site – water going into the lagoon had been contaminated. This issue had been resolved by ERYC

3100.2 Cllr Jump advised the Committee that going forward Orsted Hornsea Four Offshore Windfarm will be conducting 4 meetings per year that the public will be invited to attend

3101 TO RECEIVE REPORT FROM ERYC WARD COUNCILLORS

3101.1 Cllr Abel informed the Council that Cllr Medini was unable to attend the meeting due to illness but wished the Council to be informed that High Street Funding will not be available until April 2019. Cllr Abel informed the Council that Cllr Medini was happy for any Councillor to call him to discuss this matter in further detail

3101.2 Cllr Mathieson informed the Council that Hull University would be vacating The Lawns. A public meeting would be held on 27th March for Councillors/Public to attend

3101.3 Cllr Mathieson informed the Council that herself and Cllr Jump would be attending a meeting at Beverley Fire Station to view the running of the station

3102 TO DISCUSS RECEIVED CORRESPONDENCE

3102.1 Cllr Abel informed the Council she had received a gift of flowers from a local resident who wished to express their gratitude for the help the Parish Council has given in relation to issues with the lighting at Aldi.

3102.2 The Clerk informed the Council that he has received confirmation that the new building development on Priory Road will use the Parish's name bank

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

3103 TO CONFIRM, ADOPT AND SIGN THE MINUTES OF THE PERSONNEL COMMITTEE MEETING HELD ON THURSDAY 21ST FEBRUARY 2019

Resolved: That the above minutes be adopted as a true record

3104 MEMBERS' POINTS OF INFORMATION AND AGENDA TIMES FOR NEXT MEETING (DISCUSSION ITEMS ONLY)

3104.1 Cllr Harness requested that the Council obtained quotes to clean/repaint the inside of the bus shelter situated on Market Green to be discussed at the next meeting.

3104.2 Cllr McLaren informed the Council that with regards to the Council Tax Bills, there had been an increase of 12% in the funds due to the Crime Commissioner. Cllr McLaren requested that the Crime Commissioner be invited to the next meeting

3104.3 Cllr Hardwick enquired if there had been any updates received from Steve Charlton at ERYC – Cllr Jump provided an update

There was no other business and the Meeting closed at 9.05pm

Signed
Chairman of the Cottingham Parish Council