



FULL PARISH AND FINANCE MEETING OF COTTINGHAM PARISH COUNCIL
HELD AT THE PARISH OFFICE, 9 THE COTTAGES, COTTINGHAM
7:00PM ON THURSDAY 21ST APRIL 2022

PRESENT: Councillors: Abel (Chairman), Casson, Medini, Moore, Cantrell,
Kemp, Jump
Clerk: Kay
Deputy Clerk: Pape
7 members of the public

3489 DECLARATIONS OF INTEREST

There were no declarations of interest

3490 TO RECEIVE AND APPROVE APOLOGIES

Apologies received from Cllrs Green & Duke

Resolved: Apologies accepted

3491 TO RECEIVE LOCAL POLICING REPORT

3491.1 In the absence of a PCSO or crime stats being available the Councillors discussed when the police surgeries take place in the village with Cllr Cantrell enquiring when the next surgery is scheduled for. Cllr Medini requested the Parish Office ascertain the dates of the upcoming surgeries and advertise them in the village noticeboards

Resolved: Parish Office to obtain Police surgery dates

3492 PUBLIC SESSION (10-MINUTE OPPORTUNITY FOR PUBLIC PRESENT TO RAISE MATTERS)

Members of the public raised questions, answered by Councillors and the Clerk, regarding the uncut grass area at the Dales/Holly Drive. A Discussion took place regarding the Asylum Seekers due to be accommodated within Thwaite Hall

3493 TO CONFIRM, ADOPT, AND SIGN THE MINUTES/NOTES

- 3493.1 Full Parish & Finance meeting held on 17th March 2022
 3493.2 Events Working Party meeting held on 4th April 2022
 3493.3 Planning Committee meeting held on 5th April 2022

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

3494 TO RECEIVE UPDATE ON THE FINANCIAL POSITION OF THE COUNCIL, REVIEW BUDGET AND APPROVE MARCH PAYMENTS

3494.1 In advance of the meeting the Clerk had circulated details of the financial position of the Council and an updated budget. The Clerk gave details of large payments made in March including costs incurred for the 2021 Millbeck ward by-election and recent Cottingham Youth expenditure. Income has been received from Cottingham Day traders' fees

3494.2 Cllr Medini informed Councillors that Cottingham Youth had received £7000 grant funding from ERYC in 2020, approximately £6800 had been spent and a further grant of £4000 now being secured from ERYC. Cllr Cantrell enquired how many children attend the Youth Clubs and how the club is advertised, Cllr Medini confirmed 6 youths had been attending and the club is advertised on social media, he will also liaise with the schools for further advertising. Cllr Kemp informed Councillors another member of staff for the Youth Provision needs to be recruited.

Cllr Jump requested a report every 3 months regarding the Youth Provision and requested that Youth Provision staff costs be recorded separately to the Parish Council employee costs. Cllr Medini informed Councillors the Youth Provision funding will soon be separated from the Parish Council budget, Cllr Kemp confirmed a new bank account was in the process of being opened and the Youth Provision could then apply for Charitable Status

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

3495 TO DISCUSS CAPITAL PROJECTS

There were no Capital Projects put forward by Councillors

3496 TO DISCUSS JUBILEE BENCH AND RECEIVE UPDATE ON LOVE YOUR HIGH STREET GRANT

3496.1 Clerk Matthew Kay informed Councillors that Cllr Green had suggested purchasing a Queen's Platinum Jubilee bench, potential funding obtained from the ERYC Love Your High Street fund could be used to cover costs. Matthew circulated photos of a bench which could be purchased from the same company used to purchase the village VE Day bench, costs being £1650 & VAT & delivery, the bench has a 16 week delivery time from ordering. Councillors were in favour of a bench being ordered but Cllr Cantrell enquired if 3 quotes had been obtained, Clerk Matthew Kay will approach alternative companies

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

Cllr Jump enquired where the bench would be located, Clerk Matthew Kay suggested the grass verge on King Street opposite the shops and close to the bus stop. Cllr Jump suggested the grass verge may belong to Hallgarth residential home, Parish Office to check

Resolved: Clerk Matthew Kay to obtain further quotes for Jubilee bench

Resolved: Parish Office to check the owner of the grass verge

3496.2 Deputy Clerk Nicola Pape informed Councillors herself and Clerk Matthew Kay had met with Nick Russell and Ben Wright from the ERYC Local Growth Team on 7th April 2022 to discuss possible funding that the Parish Council could apply for, they had been advised up to £10,000 was available from the Love Your High Street Fund which could include some Cottingham Day Attractions, Queen's Jubilee bench, Digital display board, village Christmas Tree and the launch of a trader loyalty card scheme. Cllr Kemp had suggested launching a village Jubilee Best Dressed Business Window Display competition with a prize of a voucher to be spent in the winning business, Nick Russell and Ben Wright thought this to be a viable proposition and advised the Parish Office to submit an Expression of Interest which has been done. Cllr Cantrell had suggested funding could be applied for to run a minibus to transport members of the public no longer on a bus route to the weekly Thursday market during June and July, ERYC had advised that funding for this could be applied for when the Do It for East Yorkshire grant scheme is launched in June. Deputy Clerk Nicola Pape informed Councillors she has since been advised the Love Your High Street Funding has now been reduced from £10,000 to £5,000 and is in discussions with Nick Russell and Ben Wright regarding how to proceed in obtaining funding and launching the trader loyalty card scheme

3497 TO RECEIVE UPDATE ON "BANKING HUB" AND DISCUSS LLOYDS

3497.1 Clerk Matthew Kay informed Councillors some village residents were upset and frustrated that Lloyds bank on Hallgate will be closing in September. Matthew and several Councillors had attended a Zoom meeting with the Delivery Manager of the Banking Hub Company on 21st April and been advised a banking hub will be opened in Cottingham, this should be open Monday – Friday 9am – 5pm (Lloyds currently has shorter opening hours) and will provide basic counter services. A representative from different banks would attend one day a week. Cllr Abel informed Councillors that 9 banks have expressed their interest in participating although the planning of the hub is in its infancy

3497.2 Cllr Jump informed Councillors a Focus group will be set up and a questionnaire distributed, following this a questionnaire will be initiated once the hub has been running for a while

3498 TO REVIEW PARISH COUNCIL RISKS (ALLOTMENTS)

3498.1 In advance of the meeting Clerk Matthew Kay circulated a copy of the allotment Risks to Councillors, Matthew explained how the system works, gave details of the insurance elements, and explained that the Allotment Association do undertake monthly plot inspections. Councillors agreed the current Allotment Risks were correct

Resolved: Allotment Risks examined and accepted

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

3499 TO DISCUSS COTTINGHAM TIMES ARTICLE FREQUENCY

3499.1 Cllr Cantrell suggested the Parish Council place an article monthly instead of bi-monthly within the Cottingham Times, Cllr Abel informed Councillors it currently costs £1800 per annum for a bi-monthly article. A monthly article had been placed a few years ago but was changed to bi-monthly due to a lack of content submitted by Councillors. As Parish meetings are not held in August or December an article may not be required in these 2 months. Cllr Cantrell suggested that a half page article be placed monthly instead, Councillors agreed and Cllr Jump suggested not having an article in August's edition and also request the Parish Office obtain costings for the half page. Cllr Medini suggested contacting the local policing team to enquire if crime statistics could be included within the article. Clerk Matthew Kay informed Councillors it had already been arranged to place a full page advert for Cottingham Day in June's edition, however this would be paid from the Cottingham Day budget

Cllr Abel informed Councillors she has spoken with the owner of the Lamp Room on Cottingham Station who has agreed to place copies of the Cottingham Times in her restaurant

Resolved: Clerk Matthew Kay to contact Cottingham Times to obtain costs for a half page article

3500 TO AGREE PLANNING COMMITTEE REMIT/FORMAT

3500.1 Cllr Abel informed Councillors that currently all Councillors are members of the Planning Committee, this is because a few years ago only a few Councillors were on the Committee and there had been instances where apologies had been given resulting in the planned meeting not being quorate and therefore being cancelled

3500.2 Cllr Casson, Planning Chair, wishes that future planning agendas to be streamlined and read out the items he felt should be included on this agenda, he felt other items should go on the Full Parish & Finance agenda. Cllr Abel and Clerk Matthew Kay gave examples of previous Planning agenda items from the last few years stating that this issue has never arisen in the past. Clerk Matthew Kay had also contacted ERNLLCA to seek their advice and read out their reply on this matter, Cllr Cantrell requested a copy of this reply be circulated to Councillors

3500.3 Clerk Matthew Kay explained the last Planning meeting on 5th April 2022 had only lasted 40 minutes, if more items were placed on the Full Parish Agenda this would make those meetings longer. Cllr Jump suggested the Terms of Reference for existing Committees be revised, Clerk Matthew Kay informed Councillors that, for example, Beverley Town Council has renamed their Planning Committee as the Planning, Environment & Services Committee. Councillors agreed the Terms of Reference be revised

Resolved: Terms of Reference to be revised at a future meeting

3501 TO AGREE INSURANCE RENEWAL

3501.1 Clerk Matthew Kay informed Councillors that the Parish Council Insurance policy is due for renewal on 12th May 2022, Matthew expressed his disappointment that our current broker could now only offer one quote, he had queried this with the broker and been advised that a lot of insurers are pulling out of the market meaning less policies are available. The cost had increased from £2550 in 2020/2021 to £2774 in 2021/2022 but has now increased to £3000 for a one year policy for 2022/2023, the quote for a 3 year policy was £3338.20. Cllr Jump enquired which companies other Town & Parish Councils use, Matthew confirmed they mainly use our existing broker. Matthew had contacted 2 other brokers but they are now unable to offer quotes for Parish Councils

3501.2 Cllr Medini suggested Clerk Matthew Kay confirm the one-year policy and also be given delegated powers to go ahead with any other company if a cheaper policy can be found in the meantime, Councillors agreed with this. Cllr Casson requested that for 2023/2024 quotes be sourced 1-2 months ahead, Clerk Matthew Kay explained Insurers will only quote so many days in advance of the policy renewal date

Resolved: One year Insurance policy with existing broker to be confirmed

3502 TO DISCUSS LITTER BIN VANDALISM AND REPLACEMENT COSTS

3502.1 Cllr Abel informed Councillors several litter bins in the village have been ripped from their standing, burnt out or completely vandalised. Clerk Matthew Kay informed Councillors the Parish Council had paid to have these repaired and paid for a bin actually owned by ERYC to be repaired as it was in a dangerous condition, ERYC had declined to reimburse the Parish Council this cost

3502.2 Clerk Matthew Kay informed Councillors the litter bin near the Lawns bus stop had been vandalised twice and has now been removed, he suggested that a bin be placed on the pole next to the bus stop, Cllr Abel informed Councillors a bin had been placed on the pole a few years ago but had also been vandalised.

Resolved: Parish Office to make enquiries with ERYC regarding installation of a pole bin

3503 TO RECEIVE UPDATE ON SPEED BEAR

3503.1 Cllr Abel expressed her thanks to those Councillors that had initially agreed to the purchase of the speed bear in 2021

3503.2 Cllr Medini informed Councillors he has now purchased the bear from Cottingham Parish Council which he will donate to Cottingham High School. He has sanded and painted the bear in readiness for it to be placed outside the school gates to hopefully highlight speeding issues

3504 TO AGREE VILLAGE PLANTING COSTS

3504.1 Cllr Abel informed Councillors the supplier of the village planting from 2021 had agreed to honour the same price of £1630 per planting for this year. Clerk Matthew Kay had approached other Companies for quotes, and either been advised they did not carry out this service or had not replied. Councillors agreed to use the same supplier as in 2021 at cost of £1630

Resolved: Parish Office to confirm 2022 planting at a cost of £1630 per planting

3504.2 Cllr Cantrell enquired if the Memorial Gardens were planted all year round, Cllr Abel informed Councillors she had emptied the central circle feature of weeds as someone had also removed pansies without permission and the others had died. Cllr Abel was waiting for summer plants to become available. A voucher donated by a local resident in 2021 will be used to purchase some summer bedding before June and Councillors suggested if a red, white and blue theme could be planted with the Queen's Platinum Jubilee in mind

3505 REPRESENTATIVES TO OUTSIDE ORGANISATIONS

There was nothing to report

3506 TO RECEIVE REPORT FROM ERYC WARD COUNCILLORS

3506.1 Cllr Mathieson informed Councillors that as a gesture of goodwill to the residents of the new housing development on Harland Way ERYC had hired contractors to clean out the ditch at the lower end to ensure water can run freely from Mill Lane to alleviate flooding issues as in the past

3506.2 Cllr Mathieson informed Councillors the completion of roadworks on Dunswell Road had been delayed due to unforeseen circumstances

3506.3 Cllr Jump informed Councillors that further to mobile CCTV and number plate recognition being installed on Middledyke Lane summonses had been issued to perpetrators caught fly tipping, a similar unit has been installed at Snuff Mill Lane at the top end of Bricknell Avenue. Cllr Cantrell informed Councillors she had submitted a Freedom of Information request to access how many summonses had been issued for fly tipping March 2021 – March 2022, however she had been informed none had been recorded. Cllr Medini explained some had been issued, but it depends on how a Freedom of Information Request is worded as to the results obtained

3507 TO DISCUSS RECEIVED CORRESPONDENCE

Correspondence had been discussed under agenda item 3497 regarding the imminent closure of Lloyds bank on Hallgate

3508 MEMBERS' POINTS OF INFORMATION AND AGENDA ITEMS FOR NEXT MEETING (DISCUSSION ITEMS ONLY)

3508.1 Cllr Jump expressed her concern on the state of repair of the benches situated behind the cycle shelter on the corner of Hallgate & King Street, Cllr Abel confirmed these are owned by ERYC and Clerk Matthew Kay informed Councillors ERYC has advised they are not looking to repair/replace any damaged benches. Cllr Jump will contact ERYC to enquire if the Parish Office can assist in repairing the benches

3508.2 Cllr Jump expressed her concern that some of the village noticeboards have commercial notices displayed, Clerk Matthew Kay confirmed these notices had not been placed by the Noticeboard Volunteers, Cllr Jump will remove these

3508.3 Cllr Jump expressed her concern that the wording in the Parish Council article in the latest edition of the ERYC What's on Booklet could give the impression that the Parish Council operated the Market Green Public Toilets which is not the case, rather than just funding

There was no other business and the Meeting closed at 8.25pm

Signed Chairman of the Cottingham Parish Council