

# Cottingham Parish Council



**EXTRAORDINARY MEETING OF COTTINGHAM PARISH COUNCIL  
HELD AT THE PARISH OFFICE, 9 THE COTTAGES, COTTINGHAM  
7PM ON THURSDAY 1st AUGUST 2024**

**PRESENT:** Councillors: Casson (Chairman), Booth, Duke, Graves, Jump, Kemp, Longbottom, Ward  
Clerks: N Pape/J Price  
There were 2 members of the public present, and 3 via Microsoft Teams

4001 DECLARATIONS OF INTEREST

4001.1 There were no declarations of interest.

4001.2 No dispensations had been requested.

4002 TO RECEIVE AND APPROVE APOLOGIES

Apologies were received from Cllrs Marten and Stubbs.

**Resolved: that apologies be noted and accepted**

4003 TO APPOINT COUNCILLORS TO VACANCIES ON COMMITTEES/WORKING PARTIES/OUTSIDE BODIES

4003.1 Personnel Committee

**Resolved: that appointment to the Personnel Committee vacancy be deferred until the vacancy on the Parish Council had been filled.**

4003.2 Events Working Party

**Resolved: that Councillor Jump be appointed to the vacancy on the Events Working Party.**

4003.3 Flood Working Group

**Resolved: that Councillor Longbottom be appointed to the vacancy on the Flood Working Group.**

4003.4 Yorkshire Coast Community Rail Partnership (YCCRP)

**Resolved: that Councillor Graves be appointed to represent the Parish Council on the YCCRP.**

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

*Tel : 01482 847623 E-mail : clerk@cottinghamparishcouncil.gov.uk*

*Website: www.cottinghamparishcouncil.org.uk*

*Chairman: Councillor Kevin Casson Tel: 01482 849674 Clerks: N Pape/J Price*

## 4004 TO CONSIDER FUTURE EVENTS

The Clerk submitted details of the costs of recent events and highlighted that the subsidy from the Parish Council had increased due to enhanced safety requirements and generally rising costs. Feedback from the event suggested that whilst it had a negligible benefit for existing shops, there was a significant community benefit. Councillors discussed a range of proposals to manage costs in future.

**Resolved:**

- i. that the Parish Council continues to hold two large events each year;**
- ii. that the Clerks investigate alternative attractions, insurance and road closure/safety barrier arrangements;**
- iii. that the Clerks investigate the possibility of sponsorship for the events;**
- iv. that a budget of £10,000 be agreed for the Christmas Festival**
- v. that prices for stalls/food units and other attractions be increased by 5% rounded to the nearest pound, and**
- vi. that hot foods cannot be sold from market stalls.**

## 4005 TO CONSIDER A RECOMMENDATION FROM THE PERSONNEL COMMITTEE WITH REGARDS TO A SKILLS AUDIT AND TRAINING PLAN FOR COUNCILLORS

Councillor Jump referred to a proposed skills audit for Councillors which aimed to identify any areas they felt further experience or training would be beneficial. The outcome was intended to be a Councillor Training Plan for the Parish Council, but the results could also be used to help target advertising for new councillors.

**Resolved:**

- i. that Councillors should complete the skills audit if they wished and return it to the Parish Office for collation of results by 31 August 2024**
- ii. That the Personnel Committee would review the anonymised results to assist in developing a training plan.**

## 4006 TO DISCUSS PROPOSED CAR PARKING CHARGES IN COTTINGHAM

The Clerk circulated correspondence from a resident regarding the proposed parking charges. Councillors discussed the status of the ERYC Overview and Scrutiny Report and next steps and suggested that the Clerks contact Pocklington Town Council regarding the consultation that was undertaken on the introduction of Parking charges there.

Councillor Jump proposed a motion to re-establish the Car Parking Charges Working Party with all four ERYC Ward Councillors and any other Parish Councillor who wished to be involved and a non-political Chair. The Motion was seconded by Councillor Duke and agreed unanimously.

**Resolved:**

- i. that the Car-Parking Charges Working Party be re-established**
- ii. that the ERYC ward councillors be invited to attend**
- iii. that Councillors Casson, Duke, Graves, Jump and Ward be appointed to the Working Party**
- iv. that the Working Party appoint a non-political chair**
- v. that the first meeting of the Working Party take place at 7pm on Wednesday 28<sup>th</sup> August.**

## 4007 EXCLUSION OF THE PRESS AND PUBLIC

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**Resolved: that the public and press 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.**

4008 TO CONSIDER THE RECOMMENDATION OF THE PERSONNEL COMMITTEE IN TO CONFIRM THE ADMINISTRATIVE ASSISTANT IN POST

**Resolved: that Kate Moverley be confirmed in the post of Administrative Assistant.**

4009 TO CONSIDER A RECOMMENDATION FROM THE PERSONNEL COMMITTEE REGARDING THE APPOINTMENT OF A CLEANER

**Resolved:**

- i. that a new post of Cleaner be established for 1 hour per week at the National Living Wage of £11.44 and that backpay to that rate be agreed from 1/4/24, and
- ii. that the current cleaner be transferred to the new post.

**There was no other business and the meeting closed at 8.11pm**

Signed ..... Chairman of Cottingham Parish Council