

Bilton Parish Council

Clerk to the council - Mrs H Officer
The Village Hall, Main Road
Bilton, East Riding of Yorkshire
HU11 4AA

E-mail: biltonpc@biltonpc.karoo.co.uk
Tel: 01482 811234

MEETING RECORD AND ACTION DETAILS

VENUE: Bilton Village Hall

DATE: Tuesday 11 June **TIME:** 7.00pm

PRESENT: Chairman Cllr Garbutt, Vice Chairman Cllr Hill, Cllr Mrs Clayton, Cllr Rev Major, Cllr Dale, Cllr Etherington, Cllr Gill.

APOLOGIES: Cllr Khan, Cllr Mrs Griffin Smart, Cllr Sims

	ITEMS	ACTION BY	DEAD-LINE
	DECLARATIONS OF INTEREST. Declarations were received and recorded from Cllr Mrs Clayton and Cllr Mrs Etherington.		
40.	Minutes of the Meeting Held on 14 May 2013. The minutes of the last meeting were resolved to be an accurate record last meeting and sign by the Chairman.		
41.	Matters Arising. The Action Log was reviewed.		
42.	Chairman's Report. The Chairman thanked the Clerk for the work done so far and informed the council that the Clerk had completed probation it was agreed to take the Clerk on permanently.		
43.	Clerks Report. The Clerk reported to the Council for information and reminders only on items and progress made since the last meeting that are not on the agenda, including that the Accounts are now fully set up, the internal Audit has been completed and returned on Monday. The external Auditors had granted a one week extension to allow for the preparation of the external Audit. This will be completed by the deadline. Action: Complete External Audit within deadline.	Parish Clerk	17/6
44.	Highways. The Council received a verbal report on highways for information, including that new energy saving lighting has been placed on the A165 and that Ganstead East has been resurfaced but it was noted that Ganstead West had not been resurfaced. It was also noted that Double White Lines are needed on the entrance to Ganstead East to prevent overtaking at this turning. Action: Clerk to contact highways regarding the above issues.	Parish Clerk	9/7

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	<p>Parish Clerk contact Licensing to see if they can help with the issue of the taxi parking on the grass verge.</p> <p>Action: Clerk contact Licensing for advice.</p>	Parish Clerk	9/7
45.	<p>Burial Ground. The council received a verbal report on the Burial Ground for information.</p> <p>The Council approved opening a separate bank account for the Burial Board and transferring any Burial Board money into that Account.</p> <p>It was agreed that the Burial Board Rules need updating and that this be discussed at the next meeting.</p> <p>The Council approved the replacement of stones/gravel and renewal of fencing.</p> <p>To Council approved the improvement of the fencing around the soil heap in the Burial Ground by removing the bamboo fencing and painting that the boards be repainted.</p> <p>Action: That the Burial Board meet and agree new rules to be ratified at the next meeting. The contractor be given the go ahead for the above works.</p> <p>The Parish Clerk get the necessary forms for the Burial Board and Bilton Parish Councillors to sign.</p>	<p>Cllr Griffin-Smart, Cllr Clayton, Parish Clerk</p> <p>Parish Clerk</p>	<p>9/7</p> <p>9/7</p>
46.	<p>Community Partnership Meeting. To Council received a verbal report on the Community Partnership Meeting for information.</p>		
47.	<p>Planning. The Chair of the Planning Committee briefed the council on the planning applications below.</p> <p><u>13/01406 Construction of gable wall extension with Juliet balcony to rear, re-tiling of existing dormer to front and removal of dormer to side at 241 Ganstead Lane Ganstead East. Application type, Full Planning Permission.</u> Comments to be received no later than 4 June 2013. Approved with comments.</p> <p><u>13/01624 Erection of single storey extension to side and construction of dormer windows to rear at 5 Maulson Drive Bilton. Application type, Full Planning Permission.</u> Comments to be received no later than 12 June 2013. Approved.</p> <p><u>13/01601 Erection of a detached single garage, 1.2m – 1.95m high concrete post and timber fence to side boundary and 1.2m high black wrought iron fence to front boundary 255 Main Road Bilton.</u></p>		



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	<p><u>Application type, Full Planning Permission.</u> Comments to be received no later than 13 June 1013. Approved with concerns.</p> <p><u>Planning Appeal – 13/00040 Development of a live/work dwelling incorporating an interactive rural learning centre with classroom facility (Access, layout and scale to be considered).</u> This concerns a piece of land north of Fairbank piece of land. The council received a letter from the residents of Ganstead East and discussion regarding this appeal took place.</p> <p>Action: It was approved to send all the information regarding the Parish Council decision not to support this application to Bristol.</p> <p>The Council ratified the above decisions.</p>	Cllr Gill	9/7
48.	<p>Neighbourhood Watch. The Council received a verbal briefing on the Crime report for information. Appendix C.</p> <p>It was noted that the speed check had not taken place due to PCSO Stuart Blanchard being on other duties and that a Speed Indicator will hopefully be in place shortly.</p>		
49.	<p>Flood Prevention/Liaison. The Council received a verbal report on the Holderness Flood Defence Group for information, including that the ERYC reported that they have warning monitors to install this year and that they have also purchased 6 portable pumps on skids and trailers to be deployed when the monitors report to the relevant systems. It was agreed that the Bilton Parish need a sensor due to the area being a flood plain.</p>		
50.	<p>Village Hall. The council received a verbal report on the Village Hall Committee Meeting for information. The Village Hall Committee has asked for information on the progress of the lease agreement.</p> <p>The Village Hall AGM is 19 June at 7.30pm. It was agreed that Councillors should show their support to the Village Hall Committee by attending if other commitments allow.</p> <p>The Council approved that the school be provided with the Wi-Fi password in sealed envelope which would only be opened in a real evacuation.</p>	All Councillors. Parish Clerk	19/6 21/6
51.	<p>Correspondence. To council considered the correspondence received since the last meeting Appendix A.</p>		
52.	<p>Standing Orders. It was agreed to review the standing orders listed at the next Annual Meeting and not review them this year.</p>		



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	<p>19 Review of Staff Salaries, 21 Chairman's Allowance, 24 Burial Charges, 25 Maintenance Work and Contracts, 26 Risk Assessment.</p> <p>It was approved that where written Annual General Meeting in the standing orders this be changed to Annual Meeting.</p> <p>Action: Parish Clerk retype Standing Orders with above change and distribute at the next meeting.</p>	Parish Clerk	9/7
53.	<p>Accounts for Payment. The council approved the expenditure since the last meeting and approved orders as listed in Appendix B.</p> <p>Action: Parish clerk post cheques and place orders.</p>	Parish Clerk	17/6
54.	<p>Members of the Public (listeners) comments. Members of the Public present at this point did not wish to speak.</p>		
55.	<p>Minor items and items for next agenda. The placement of seats on Limetree Lane. The Emergency plan. Approval for Monies saved for the Office build be moved to the main account.</p> <p>Action: Clerk place above items on the next agenda.</p>	Parish Clerk	1/7

Signed: Date: