

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 9 April **TIME:** 7.00pm

PRESENT: Chairman Cllr Garbutt, Vice Chairman Cllr T Hill, Cllr Mrs Griffin Smart, Cllr Rev R Major, Cllr Dale, Cllr Sims, Cllr Etherington.

APOLOGIES: Cllr B Gill, Cllr Mrs J Clayton.

	ITEMS	ACTION BY	DEAD-LINE
1.	DECLARATIONS OF INTEREST. No declarations were received.		
2.	APPROVAL OF MINUTES. The minutes of the meeting held on the 12 March 2013 were approved with the corrections stated and signed as a true and accurate record by the Chairman. Motioned and seconded.		
3.	MATTERS ARISING. The clerk went through the action log. <u>1 (12/3/13) Tree for Glebe Drive.</u> Letter not needed as council removed stump and centralised the tree. <u>1 (12/3/13) A165.</u> A letter was received from Mr Peeke regarding work commencing on the A165 and is on the agenda under correspondence. <u>2(12/3/13) Burial Ground.</u> Cllr Mrs Griffin Smart, Mr Willingham and Mrs Officer will be meeting on the 16 April at 7.30. <u>82 Dog Fouling</u> A letter has been sent out to the resident concerned and Cllr Sims has sent for more posters to put up. <u>9 (12/3/13) Clearing of Ditch</u> Letter has not been sent to Dee Atkinson and Harrison at Driffield yet, however a letter has been sent to Mr Wright. <u>10 (12/3/13) Signage for Parish Office</u> Cllr Garbutt has asked for a quote from Mr Matson but has not yet received one. Cllr Garbutt is now looking at other companies for quotes. <u>10 (12/3/13) Village Hall</u> A letter has been sent to the Village Hall in reference to the long term lease of the Parish Office and the use of the Parish Councils Solicitor.	Cllr Sims	14 May



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	<p><u>5 (12/3/13) Chairman's Report – Mr Wade</u> Letters have been sent to Mr Wade as requested.</p> <p><u>6 (12/3/13) Clerks Report</u> New printer has now been installed and is working well.</p> <p><u>6 (12/3/13) Accounts and PAYE Year End.</u> A meeting has now took place and Mr Willingham is assisting with the Accounts Year end and is happy for Autela to complete PAYE year end.</p>		
4.	<p>CHAIRMAN'S REPORT. The Chairman gave his report items for information or reminders only, including</p> <p>The tree on Glebe Road has now been snapped in half. A Resident called East Riding Council to see if they would put anything in that is more substantial.</p> <p>Received letter regarding A165 being resurfaced will be commencing 6 May 2013, 6-9 weeks work.</p> <p>Inspected Ganstead East the work that has been done is outstanding. Action Letter of thanks to be sent to Highways.</p> <p>Regarding Holmes Lane Phil Hiscott has informed the Chairman that the equipment needed is in use on the A164 when this is finished it will be placed in Bilton. The Council thanked the Police for their support.</p> <p>Insurance renewal in hand, need to know where we stand with the Village Hall insurance. Action Cllr Hill to ask for a copy of the Village Hall's Public Liability Insurance.</p> <p>Nothing further to report on Preston Lane need to talk with Mr Neil Ager, residents are having problems insuring property. If no joy will ask to go further. Action Parish Clerk to contact Neil Ager and report back at the next meeting.</p>	<p>Parish Clerk.</p> <p>Cllr Hill.</p> <p>Parish Clark</p>	<p>14 May</p> <p>14 May</p> <p>14 May</p>

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5.	CLERKS REPORT. <u>SLCC Training</u> The Clerk reported back on the training received on the Back to Basics session on 21 April 2013. <u>WWYC</u> Attended starter session this morning next session is on 7 May 2013, will need to purchase SLCC Clerks Manual 2013 edition this is also used as reference for CiLCA and Local Council Administration 8 th Edition. Action Put on the agenda for the next meeting. Researching other Parish's severe/emergency plans and newsletters. Gradually changing address with organisations and have registered new address with the Post Office.	Parish Clerk	8 May
6.	ERNLLCA MEMBERSHIP. Discussed benefits of membership in relation to the cost and as this has not been budgeted and the council decided this would not give us any advantage to what we already have, motion denied.		
7.	ID BADGES. Use of ID Badges motioned and seconded. Action Passport photos to the clerk at the next meeting.	All Cllr's without ID	14 May
8.	HIGHWAYS. The Council was informed that the Grass verge at the top of Beech Avenue was in a state and the kerb Broken due to the Refuse Lorry turning into the Avenue. Action Put on the next agenda to ask them to widen the area. No acknowledgement from ERYC Highways from letter sent regarding highway issues. Action. ERYC Highways be contacted again regarding highways issues. Top of Garth Avenue filled in the pot holes very poorly.	Parish Clerk Parish Clerk	8 May 14 May



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9.	BURIAL GROUND. Cllr Mrs Griffin-Smart has been in touch with Cllr Mrs Clayton regarding a quote from Miles to replace the fence smartening up the shed It has also been noticed that the left hand side footpath gravel are getting bedded will also be requesting quotes from Miles to replace gravel. It was asked if the gates could be left open longer. Action Extending the opening times of the burial ground will be put on the next agenda, and the decision date checked in previous minutes.	Parish Clerk	8 May
10.	PLANNING. To consider planning applications received since last meeting. <ul style="list-style-type: none">• <u>ERYC Application received DC/13/00596/PLF Erection of 2 storey extension to rear following demolition of existing garage – 39a St Peters View.</u> Comments in no later than 26 March 2013. Cllr Hill briefed the Council on the Application. Supported application.• <u>ERYC Application received DC/13/00578/PLF Erection of a single storey extension to the rear of 1 Constable Avenue.</u> Comments in no later than 26 March 2013. Cllr Hill briefed the Council on the Application Support applications but with concerns.• <u>The Planning Inspectorate – Proposed A63 Castle Street Improvements -Infrastructure Planning (environmental impact assessment consultation).</u> Comments no later than 2 April 2013. Cllr Hill briefed the Council on the consultation.		
11.	NEIGHBOURHOOD WATCH. <u>Crimes</u> 7 March 2013. Burglary to a garage with theft of cycle and accessories within. The thieves went up and over the garage door and stole the cycle. This has been seen advertised on Gumtree. PCSO Bainton reported that the bike has actually been sold and the Police are now in the process of tracing the sale. 18 March 2013 Criminal Damage to Vehicle. Believe that this incident was between 2 people who knew each other so being treated as domestic incident.		

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	<p>19 March 2013. A gentleman trying to sell bike let a person try out the bike and the person rode off.</p> <p><u>Anti-Social Behaviour</u></p> <p>12 March 2013. Youth 6.30 went around kicking doors.</p> <p>26 March 2013. Posting on facebook relating to a 15 year old girl.</p> <p>PCSO Bainton reported to the Council that the assault on the 2 girls at St Peters View. Officers arrested man and girl and found stolen registration plate and satellite navigation, so that meant they could then make a section 8 search of the property where upon they found other stolen equipment. The 2 suspects pleaded guilty to the assaults and the thefts and have received 3yrs conditional discharge.</p> <p>PCSO Bainton also informed the Council that there will hopefully be a Crime Prevention Day at the Village Hall the School will advertise this.</p> <p>The Cycle Post Code Bus is off the road but will hopefully be up and running by the end of April 2013. Cllr Sims requested that the bus come to the Village Hall not the School.</p> <p>It was reported to the Council the next dates available for another Speed Check are 17,18,19,20 April 2013.</p> <p>Action Speed check to take place, Friday 19 April 2013.</p>	Cllr Sims, Cllr Dale	19 April
12.	FLOOD PREVENTION/LIAISON. The next Holderness flood defence group are meeting on Monday the 22 April 2013 and will hopefully find out about the jetting.		
13.	VILLAGE HALL. <u>Village Hall Meeting</u> Cllr Hill gave a verbal report on the last Village Hall Meeting. The secretary has resigned. The Village Hall Committee would like a piece of land for the British legion to create a discussion was held on the value of the land. Cllr Mrs Griffin-Smart confirmed that the Parish council are the Proprietor's in trust.		



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	<p>The Council discussed what enforcement clauses would need placing on a Lease, and a discussion was held on why council has objections to the Beer Garden.</p> <p>A discussion took place on whether or not it is appropriate for the Parish Clerk to be the Village Hall Secretary, The Parish Council agreed this was not appropriate because of the conflict of interest.</p> <p>The Committee discussed getting rid of appointed people. The Council's representative is Cllr Hill. The Village Hall Committee voted against this removing appointed people.</p> <p>Mr Holmes has received figures from an estate agent to lease the office to the Parish Council and will discuss with Parish Council in a meeting</p> <p><u>To ratify the use of the Councils Broadband for Council use only.</u></p> <p>The Headmaster would require broadband in an emergency to contact parents via online SMS service, if the case arises Cllr Gill or Parish Clerk to be contacted. Motioned and Seconded.</p> <p><u>To approve that meetings with the Village Hall Committee should be agreed to at the Parish Meeting prior to the meeting commencing and the Parish Clerk be present.</u> Motioned and Seconded.</p> <p><u>To approve who are the key holders and who should have the code to the office door.</u> Parish Clerk, Chair and Vice Chair and Cllr Gill, and to get keys for the cabinets. Though Alan Robinson should have a key should not have access to Office door. Motioned and seconded.</p> <p>Action Change door code as soon as possible, to get keys for drawers and cabinets.</p>	<p>Cllr Gill, Parish Clerk</p>	<p>14 May</p>
<p>14.</p>	<p>CORRESPONDENCE. To consider correspondence received since the last meeting. Appendix A.</p> <p>Cllr Mrs Etherington left the meeting at this point.</p> <p>Cllr Hill explained the situation regarding the Severe Weather Grant. If the Council receive any Grant's in the future the money should be spent straight away.</p>		

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15.	<p>ACCOUNTS FOR PAYMENT. To approve expenditure since the last meeting and approve any orders.</p> <p>Appendix B.</p> <p>All expenditure and orders except ERNLLCA approved. Motioned and seconded.</p>		
16.	<p>BANK SIGNATORIES. Action To clarify with the bank who is on the signatories list. Motioned and seconded.</p>	Cllr Hill, Cllr Garbutt.	14 May
17.	<p>Members of the Public (listeners) comments. There were no members of the public present.</p>		
18.	<p>Minor items and items for next agenda. Items for the next Agenda.</p> <ul style="list-style-type: none"> • Fire extinguishers and first aid kit and fire extinguisher training possible through HSE. • Tree on Glebe Drive. • Parking on grass – planting bulbs. • Ravenspur Road car parking at the top. • Gravel on Grass Verge. • PCSO Bainton asked about the possibility of a Joint Police and Parish Surgery. 	Parish Clerk	8 May
19.	<p>Signed: Date:</p>		