

MINUTES OF THE ANNUAL GENERAL MEETING OF THE SNAITH AND COWICK TOWN COUNCIL HELD ON THE 9th MAY 2016

PRESENT were Cllr. S. Jones in the chair, Cllr. J. Barrett, Cllr. J. Staveley-Churton, Cllr. R. Lyons, Cllr. J. Hollas, Cllr. D. Butterfield, Cllr. D. Hill, Cllr. D. Bromley and Cllr. C. Fox , Nicola Russell (Assistant Town Clerk), Goole Times and 6 Members of the Public

ELECTION OF THE TOWN MAYOR TO SERVE FOR THE YEAR 2016/2017

The Assistant Town Clerk advised that 4 nominations were received for Cllr. J. Staveley-Churton for the position of Town Mayor for the Year 2016/2017. Proposed by Cllr. R. Lyons, seconded by Cllr. D. Bromley and agreed by all Council Members present via a show of hands.

DECLARATION OF ACCEPTANCE OF OFFICE BY THE NEW TOWN MAYOR

Cllr. J. Staveley-Churton signed the Declaration of Acceptance of Office.

ELECTION OF THE DEPUTY TOWN MAYOR TO SERVE FOR THE YEAR 2016/2017

The Assistant Town Clerk advised that 3 nominations were received for Cllr. R. Lyons for the position of Deputy Town Mayor for the Year 2016/2017. Proposed by Cllr. D. Butterfield, seconded by Cllr. D. Hill and agreed by all Council Members present via a show of hands.

DECLARATION OF ACCEPTANCE OF OFFICE BY THE NEW DEPUTY TOWN MAYOR

Cllr. R. Lyons signed the Declaration of Acceptance of Office.

APPROVAL OF MINUTES

The minutes of the meeting held on Monday 25th April 2016, having been circulated, were accepted as a true record of the meeting and signed by Cllr. J. Staveley-Churton. Proposed Cllr. S. Jones and seconded Cllr. R. Lyons and agreed.

APOLOGIES FOR ABSENCE

Cllr. G. Hulme

DECLARATION OF INTEREST BY MEMBERS IN ITEMS ON THIS AGENDA AND THE NATURE OF SUCH INTERESTS

All Councillors, Agenda Items 9 to 20, Committee Representatives  
All Councillors, Agenda Item 29a, Council Procedures  
Cllr. J. Staveley-Churton, Agenda Item 24, One Way System,  
Cllr. J. Hollas, Agenda Item 24, One Way System  
Cllr. D. Hill, Agenda Item 24, One Way System  
Cllr. D. Hill, Agenda Item 31, Seating for new bus shelter on Selby Road  
Cllr. S. Jones, Agenda Item 28, Location of Zebra Crossing on Pontefract Road

To fix a day, time and place for Council Meetings for 2016/2017

Cllr. J. Barrett proposed that the day, time and place for Council Meetings remains as current, the second and fourth Monday of each month at 7pm in the Council Offices. Seconded Cllr. J. Hollas and agreed.



Election of 5 Council Members to serve on Snaith & Cowick Cemetery Committee for the Year 2016/2017 (to include Town Mayor and Deputy Town Mayor)

Cllr. J. Barrett proposed Cllr. J. Staveley-Churton, Cllr. R. Lyons, Cllr. S. Jones, Cllr. D. Butterfield and Cllr. D. Hill. Seconded Cllr. J. Hollas and agreed.

Election of 6 Council Members to serve on the Planning Committee for the Year 2016/2017 (to include Town Mayor and Deputy Town Mayor)

Deferred to next meeting in the absence of Cllr. G. Hulme who currently sits on the committee.

Election of 4 Council Members to serve on the Footpath Committee for the Year 2016/2017

Deferred to next meeting in the absence of Cllr. G. Hulme who currently sits on the committee.

Election of 4 Council Members to serve on the Employment Committee for the Year 2016/2017 (to include Town Mayor)

Cllr. D. Butterfield proposed Cllr. J. Staveley-Churton, Cllr. S. Jones, Cllr. J. Barrett and Cllr. J. Hollas. Seconded Cllr. R. Lyons and agreed.

Election of 3 Council Members to serve on the Disciplinary and Grievance Committee for the Year 2016/2017 (NOT to include Town Mayor and Deputy Town Mayor)

Deferred to next meeting in the absence of Cllr. G. Hulme who currently sits on the committee.

Election of 3 Council Members to serve on the Complaints Committee for the Year 2016/2017

Cllr. D. Butterfield proposed Cllr. J. Barrett, Cllr. J. Hollas and Cllr. R. Lyons. Seconded Cllr. D. Bromley and agreed.

Appointment of 4 Council Members to serve on the Joint Use Play Area Committee for the Year 2016/2017

Cllr. R. Lyons proposed Cllr. J. Barrett, Cllr. J. Staveley-Churton, Cllr. J. Hollas and Cllr. D. Bromley. Seconded Cllr. S. Jones and agreed.

Appointment of 4 Council Members to serve on the Snaith & Cowick Together Steering Committee for the Year 2016/2017

Cllr. R. Lyons proposed Cllr. J. Barrett, Cllr. S. Jones, Mrs. V. Whiteley and Mrs N. Russell. Seconded Cllr. D. Butterfield and agreed.

Appointment of 2 Council Members to serve on the Snaith & Cowick Together Transport Group for the Year 2016/2017

Cllr. J. Barrett proposed Cllr. D. Hill and Cllr. S. Jones. Seconded Cllr. D. Butterfield and agreed.

Appointment of 2 Council Members to serve on the Snaith & Cowick Together Heritage Group for the Year 2016/2017

Cllr. J. Barrett proposed Cllr. S. Jones and Cllr. D. Bromley. Seconded Cllr. D. Butterfield and agreed.





Appointment of 2 Council Members to serve on the Snaith & Cowick Together Community & Leisure Group for the Year 2016/2017

Cllr. J. Barrett proposed Cllr. S. Jones and Cllr. R. Lyons. Seconded Cllr. D. Bromley and agreed.

Appointment of 1 Council Members to serve on the PubWatch Group for the Year 2016/2017

Cllr. S. Jones proposed that either of the Town Clerks attend these meetings. Seconded Cllr. J. Barrett and agreed.

Public Participation

None.

East Riding Councillors Report

Cllr. C. Fox stated that the Cross Border Action Group against the Stobart Planning Application were still in communication with other organisations/parties on the matter and will provide updates when available.

Cllr. J. Barrett advised that he attended a meeting with the West Cowick Residents Group and Harron Homes to review the proposed drainage plans. There was a good technical update offered to residents which seemed to allay a lot of concerns.

Cllr. J. Barrett also stated that he had attended a meeting with ERYC to discuss the budget cuts to library services. Whilst consultations are still taking place, it was confirmed that Snaith Library will remain but with reduced opening times from 15 hours to 10 hours per week.

Town Clerks Report

A report from the Assistant Town Clerk was read to council members. Noted by Council Members.

One-Way System

Cllr. S. Jones proposed that the Town Council write to the ERYC and request that the survey and consultation process be expedited, explaining that the request has been made owing to a number of businesses expressing concern about affected trade. Seconded by Cllr. D. Butterfield. Council members also considered that parking issues are a further contributing factor on this matter and that further evidence from other businesses would also be welcome to inform the ERYC.

Cllr. J. Barrett also proposed that the Town Council ensure concerns from the Fire Service are relayed to the ERYC. Seconded Cllr. S. Jones.

Cllr. R. Lyons proposed that the Town Council undertake a separate survey on the One Way System in the short term, to gain a better consensus of how residents feel about the system. This survey would be delivered to all properties in Snaith and Cowick. The ERYC would also be contacted to confirm they would be open to receive additional information from the council. Seconded Cllr. D. Hill.

Insurance Renewal

Information had been circulated to all Council Members prior to the meeting. It was agreed that the Assistant Town Clerk would obtain further quotes for comparison and report back at the next meeting.

Letter from ERYC - Pollington and Heck

Information had been circulated to all Council Members prior to the meeting. Council members welcomed that fact that the ERYC would support the principle of a new





motorway junction, should Highway England's position on the matter change. Cllr. S. Jones asked Cllr. C. Fox to enquire if North Yorkshire County Council would also be willing to support a new junction.

#### GrantFinder - Tesco Bags for Help Programme

Information had been circulated to all Council Members prior to the meeting. The Assistant Town Clerk was asked to obtain application forms and all councillors are asked to consider possible projects and report back at the next meeting. Noted by Council Members.

#### Resident Concerns

##### Location of Zebra Crossing on Pontefract Road

The Assistant Town Clerk advised that a resident had nearly been knocked-over at the Zebra Crossing near to Court Road on Pontefract Road by a speeding car. The resident considers the location of this crossing too dangerous with bad sight lines and queried whether it could be relocated or repainted as a minimum. Cllr. J. Barrett stated that the Town Council never wanted the crossing at this location but was overruled by the ERYC. Cllr. J. Hollas proposed writing to the ERYC and request that they repaint both zebra crossings on Pontefract Road and to also request a general repaint of other white lines in the parish. Seconded Cllr. R. Lyons. A letter would also be written to the resident advising them of the action being taken.

#### Items from Council Members

##### Council Procedures - Cllr. S. Jones

Cllr. S. Jones wanted to clarify to all Council Members that, should a query be received or information requested by residents, they be brought to Full Council for discussion and/or action. Noted by Council Members.

##### Snaith in Bloom - Cllr. S. Jones

Cllr. S. Jones proposed that the Town Council seek sponsorship to establish flowerbeds and planters etc. for 'Snaith in Bloom' and look to generate a working group to move the proposal forward. Seconded Cllr. J. Barrett.

Cllr. S. Jones also proposed that the Town Council write to the ERYC to identify suitable locations for flowerbeds and planters, with Andy Harper being included on any correspondence. Seconded Cllr. J. Hollas.

##### Feedback from Villa Fields/Quarry Meeting - Cllr. J. Staveley-Churton

Cllr. J. Staveley-Churton advised that he had met with ERYC Countryside Access Officer and a member of the Anti-social Behaviour team, along with the police. Temporary measures will be undertaken to stop the banging of the gate, and the ERYC will forward costs to the council for fitting a baffle to the gate to transform it into a kissing gate to stop bikes and vehicles gaining access. The landowner has also been identified so that a letter can be written advising of the anti-social behaviour at the quarry.

##### Home Insurance - Cllr. D. Bromley

Cllr. D. Bromley advised that 2, possibly 3, companies were interested in early negotiations with the Town Council on providing reduced insurance premiums to residents. Cllr. D. Bromley stated that he would redraft a letter to these selected companies and will seek comment from other Council Members and report back at the next meeting. Noted by Council Members.

#### Signage - Fire Station Forecourt

Information had been circulated to all Council Members prior to the meeting. The Assistant Town Clerk stated a quote had been received for a 'No Ball Games' sign for the





gable wall facing the Fire Station Forecourt for £74 + VAT. Cllr. J. Barrett proposed purchasing the sign, seconded Cllr. J. Hollas.

#### Seating for the new Bus Shelter on Selby Road

The Assistant Town Clerk confirmed that the guarantee on the bus shelter would not be affected if the new seating was installed by the Town Council and quotes are currently being sought for this. Cllr. J. Barrett proposed that the Town Council buy the seating on a supply-only basis. Seconded Cllr. D. Hill.

#### QR Codes

The Assistant Town Clerk advised that the Vale of Snaith Action Group were not requesting the Town Council to purchase all QR codes they require, only one for the council at £30. This can also be placed on council letterheads. Cllr. J. Barrett proposed purchasing a single QR Code at £30. Seconded Cllr. R. Lyons.

#### Events

##### St. Georges Day

Cllr. S. Jones proposed that, after the success of the Mayor's St. George's Day event, it becomes a permanent fixture on the council's events calendar. Seconded Cllr. J. Barrett. Cllr. S. Jones also proposed that the Town Council write to Sarah Asquith at the ERYC Civic Office to place in the diary for 2017, which would be Saturday 22nd April. Seconded Cllr. R. Lyons.

##### Summer Market

Information had been circulated to all Council Members prior to the meeting. The Assistant Town Clerk read a quote from Gough & Kelly to provide security personnel for the Summer Market at £210 and advised that their help has been invaluable at previous events. Cllr. J. Barrett proposed that an order be placed with Gough & Kelly for 3 security personnel at the event and request that at least one is a First Aider. Seconded Cllr. J. Hollas.

Cllr. S. Jones proposed that a Calendar of Events be placed in each edition of The Link to keep residents aware of events that the council hold throughout the year. Seconded Cllr. R. Lyons.

#### Humberside Police

##### Anti-social Behaviour Statistics

Statistical information had been circulated prior to the meeting. Noted by Council Members.

##### Parish/Town Newsletter

A copy of the Humberside Police Newsletter had been circulated prior to the meeting. Cllr. J. Barrett also stated that a copy is available on the Snaith & Cowick Neighbourhood Watch Facebook page. Noted by Council Members.

#### Accounts

##### Payments

A full list of payments was read to council members. Proposed Cllr. G. Bromley, seconded Cllr. D. Butterfield and agreed.

##### Bank Mandate

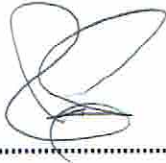
The Assistant Town Clerk stated that the Bank Mandate recently submitted was out-of-date and no longer applicable. A new Mandate was circulated for all councillors to sign.

### Annual Return

The Assistant Town Clerk stated the accounts had now been returned from the Internal Auditor. A statement from the Town Clerk was read out, confirming the Internal Auditor found all accounts to be balanced and accurate, and the Annual Return can now be officially submitted

### Feedback from Previous Meetings

The Assistant Town Clerk circulated a schedule of actions from previous meetings with comments on their status. Noted by Council Members.



..... Signature

..... 23 MAY 2016 Date

## ACCOUNTS

Yorkshire Water	Water Charges	£52.53
AJACS	Internal Auditor	£336.00
Mayfair Security	Annual Premium for Intruder Alarm	£366.00
Mayfair Security	Alarm Call-out Fee	£45.00
Green Urban Technologies	Cabinet for Defibrillator @ East Cowick	£930
D H Media Services Ltd	Crier Services at St Georges Day	£70.00
DD BT	Phone Services	£117.78
Addplant	Portaloo - St Georges Day	£96.00

**£2,013.31**

A handwritten signature in black ink, consisting of a large, stylized 'S' or 'B' shape with a horizontal line at the bottom.