

Minutes of Snaith and Cowick Town Council Meeting held on Monday 17 July 2023 at East Cowick Village Hall, East Cowick at 7pm

Present

Cllr. J. Whiteley (in the Chair), Cllr. J. Hollas, Cllr. S. Jones, Cllr. G. Williams, Cllr. S. Wordsworth, Cllr. B. McKiernan, Cllr. M. Duffy and Cllr. J. Leach. Ward Councillor Caroline Fox and Assistant Clerk Nicola Russell

Co-Option of Councillors

Matt Duffy and Julie Leach signed their Declarations of Acceptance of Office as Town Councillor and were officially co-opted on to the Town Council.

To approve the minutes of the council meeting held on Monday 19 June 2023

Minutes of the meeting held on Monday 19 June 2023 were circulated to council members prior to the meeting and taken as a true record of the meeting. Proposed Cllr. Bernie McKiernan seconded Cllr. Gary Williams and agreed.

Apologies for Absence

Cllr. Russ Spencer and Town Clerk, Mrs Vicky Whiteley

To note the declarations of interest by members of the council and the nature of such interest

All Councillors present; Item 11c – Conservation Area Signage

Cllr. Joanne Whiteley; Items 14a, 14b and 14c

To note any dispensation given to council members on items on the Agenda

None

Public Participation

None

East Riding Councillors Report

Cllr. Caroline Fox advised that she had been approached by a resident in Pollington regarding the flooding in Snaith in 2020 and that he had some useful information. Cllr. Fox stated she had forwarded the contact details on to Paul Bellotti at ERYC and requested he make contact. She will also forward the information on to the Town Council.

Town Clerks Report

Councillors were advised Ian Pickles has now returned to work on light duties.

NR advised that she would be on a Traffic Management course on Friday 21 July which will benefit applications for road closures for markets etc. The office will therefore be closed on Monday 24 July in lieu.

ROSPA will be undertaking their play park inspections in September. Reports to follow.

E-mail Accessibility

The Assistant Clerk advised of the issues surrounding Gmail and the impact this is having on council staff and councillors being able to respond to resident queries and that council staff did not have the IT knowledge to be able to deal with it. Councillors agreed that action needed to be taken. Cllr. Jones proposed transferring the e-mail domain over to JSP Media who manage our website and can fix the IT issue, seconded Cllr. G. Williams. A vote in favour was requested; Cllrs. Whiteley, Hollas, Williams, Jones, Duffy, Leach and McKiernan raised their hand. Cllr. Wordsworth abstained.

Action Log

Goal Posts at JUPA

Cllr. S. Jones proposed asking the primary school if they could make use of the basketball/football post still insitu and to ask the building contractor to remove the equipment already dismantled as it is not in a good state of repair for re-use elsewhere. Seconded Cllr. G. Williams.

Facebook Poll One-Way System

The Assistant Clerk provided feedback from the Facebook Poll regarding residents' appetite for re-investigating the one-way system on Market Place, Snaith. The poll was a 54% / 46% split for/against. Cllr. Wordsworth advised she had received complaints that the poll should be parish-wide and not just on social media.

Cllr. G. Williams noted how quiet Market Place was when the Co-op was temporarily closed and suggested waiting until the new shop opened up in Carlton to assess the impact on parking/road safety on Market Place before deciding on further action. Agreed by Councillors. Cllr. M. Duffy proposed posting a notice on Facebook to thank residents for their input and of what we're intending to do, seconded Cllr. J. Leach.

Scribe Accounting System

The system has been set up and data is being inputted. The Clerk will provide log-in details to all councillors at the next meeting. Noted by Council Members.

Highways Meeting Request

The Clerk has requested a site visit from ERYC Highways to discuss various outstanding issues in the parish. Noted by Council Members.

Cllr. J. Leach requested that the state of the road in High Street West Cowick be included as part of the visit. Cllr. J. Leach proposed contacting the ERYC to ask for a new assessment of the state of the road surface, seconded Cllr. G. Williams.

Land Purchase

Cllr. G. Williams gave an update on his discussion with the Land Agent. Cllr. S. Jones proposed writing a letter to the landowner and explain our intentions with the land as community green space and provide assurances that the area will not be used for any sort of house building or development. Seconded Cllr. G. Williams.

Cllr. S. Wordsworth proposed writing a similar letter to the Ramsey family regarding the land behind the above plot, seconded Cllr. M. Duffy.

Residents Correspondence

Lovell Homes – Residents' Complaints

A resident advised Lovells had cut down part of a tree on their boundary. The Clerk and Assistant Clerk visited the site and were advised this was needed to erect the boundary fences of the new properties. The Clerk requested that Lovells make contact with all the property owners backing on to the site to communicate what they were doing and why. Noted by Council Members.

Lovell Homes – Footpath Complaints

Various complaints have been received regarding the 'closure' and 'diversion' of Footpaths 8 and 25. The Assistant Clerk read out a statement received from ERYC Countryside Access Officer which confirmed no footpaths are being permanently closed or diverted and both will be re-opened once it is safe to do so. Noted by Council Members.

Conservation Area Signage – Residents' Complaints

The Assistant Clerk gave an update on the issue and that over 100 residents had formally complained to the ERYC regarding improper signage within the Conservation Area. ERYC Enforcement and Conservation officers have been out to inspect and are holding a meeting on 18/07/23 to discuss the issue. They will update the Town Council once they have agreed a way forward. Noted by Council Members.

Drainage Issues West Cowick – Residents Complaint

Information received from a resident regarding standing water on High Street, West Cowick was shown to Council Members at the meeting. Cllr. S. Jones proposed writing to the ERYC and ask that they investigate the flooding and inspect the drainage systems for blockages. The resident should also be contacted to advise of our actions, seconded Cllr. B. McKiernan.

Electric Charging Points – Update

Information was circulated to Council Members prior to the meeting. Cllr. S. Jones proposed advising the ERYC of water pooling concerns/overgrown hedges at the proposed site and that the Electric Charging Bays should possibly be relocated further along the road towards the Priory Way estate, seconded Cllr. S. Wordsworth.

CCTV Tender

The Assistant Clerk advised that only 2 tenders had been received out of 10 document requests. Information was provided to councillors on the service and costs received from each tender and the merits of each was discussed. Cllr. M. Duffy proposed offering the contract to Gough & Kelly Ltd on the basis that the other contractor could not offer the optional services that the council may require. Seconded Cllr. G. Williams.

Items from Council Members

Meeting with Co-op – Cllr. Joanne Whiteley

Cllr. Whiteley advised that she had met with the local Community Engagement representative and gave an update on how they are supporting local community groups and charities. Noted by Council Members.

Bus Stop on Butt Lane – Cllr. Joanne Whiteley

Cllr. Whiteley advised that a resident has queried whether a bus shelter could be sited at the bus stop on Butt Lane. Cllr. Hollas stated that this had been looked into previously and the ERYC had said no due to the width of the footpath. Cllr. Hollas proposed asking the ERYC to see whether a shelter without any sides could be installed instead, so as it didn't hinder the footpath use, seconded Cllr. B. McKiernan. The resident is to be informed of the action being taken.

New Bin on Butt Lane – Cllr. Joanne Whiteley

Cllr. Whiteley advised a resident has queried whether the pole-mounted bin on Butt Lane (removed due to it being damaged) could be replaced with a proper bin. Cllr. M. Duffy proposed asking the ERYC to see whether the location is suitable for a floor-mounted bin, seconded Cllr. B. McKiernan.

Events

Civic Service – Sunday 3rd September

Cllr. Whiteley confirmed that the date of the Civic Service is Sunday 3rd September at The Priory Church. Invites were handed out to councillors. Noted by Council Members.

Mayors Charity Event – Saturday 9th September

Cllr. Whiteley provided details of a Charity Event she is hosting on Saturday 9th September as part of the celebrations of Snaith's 800th Anniversary of the Market Charter. Noted by Council Members.

Remembrance Day Parade – Sunday 12th November

Councillors were reminded that the Remembrance Day Parade will take place on Sunday 12 November this year and support will be required for the road closures. Noted by Council Members.

Christmas Market – Saturday 2nd December

Councillors were reminded that the Christmas Market will take place on Saturday 2nd December this year and councillor support will be required for the event. It was also agreed that a review of the Pitch fees should be undertaken and added to the next agenda. Noted by Council Members.

Accounts

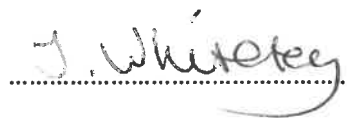
Payments and Receipts

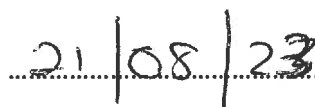
A list of the payments made in the last month were read out to Council Members, proposed Cllr. B. McKiernan, seconded Cllr. M. Duffy.

AGAR Annual Year Accounts

The Internal Audit has been returned with no major concerns other than the Risk Assessment which was presented to councillors in March 2023, however Councillors had agreed at that meeting that it needed reviewing, which has not yet been done.

Councillors therefore agreed to review the documents before the August meeting and to meet at 6pm before the main council meeting to discuss and agree the Risk Assessment.

..... Signature

..... Date