

Minutes of the meeting of Melbourne Parish Council held at 8.00pm on 12 September 2016 in the school hall, Melbourne.

Present: Councillors Lewin (in the chair), Braidley, Cooper, Hawley, Johnson, Kemp, King, Lee and Spence.

Members of the public present: **26**

1. Declarations of interest:

Councillor Lee declared a pecuniary interest in item 12 and took no part in the discussions or voting on the matter.

2. Public Forum

26 parishioners were in attendance to express concern about the number and speed of HGVs driving through the village and the poor state of the sewers on Main Street. It was agreed that Item 16 on the agenda would be brought forward to the first item

Agreed: That these items be discussed under agenda item 16 – Yorkshire Water / HGV Questionnaires.

3. Yorkshire Water / HGVs through the village

Discussions took place around the number and speed of HGVs using Campey Lane and Main Street and the poor state of the sewers on Main Street.

A parishioner had carried out a village survey on these issues and 90% of surveys were completed.

It was thought that the vibrations from the HGVs were exacerbating the problems with the sewers. There were also concerns that when the new housing would be built, the sewers would not be able to cope with the increase in use.

Speeding was a problem throughout the village and a real danger to everyone, especially children and dog walkers. The electronic speed signs were situated in the wrong location and needed moving just outside of the village boundaries. However, it was explained that this was a Highways decision and although councillors had requested a different location when they were installed, Highways had not agreed.

Speed calming methods were discussed, including chicanes, different coloured tarmac and a 20mph speed limit outside the school, speed bumps and a 7.5 tonne weight restriction in the village.

A weight restriction had been requested in 2015, but this had been refused by ERYC following the results of a speed survey it carried out. Since then, ERYC had resurfaced Ash Lane to encourage HGVs to use that route. However, it was thought satnav systems were sending traffic through the village because this was a shorter route to the M62 and A1079.

Agreed that:

- (a) local businesses using HGVs be contacted and visits made by Councillor Lewin to discuss the issues around HGVs driving through the village;
- (b) a joint letter from the Council and the school be sent to Yorkshire Water and ERYC in relation to the issues with the HGVs;
- (c) an independent survey be commissioned to determine the number of HGVs using the village and their speeds; and
- (d) Yorkshire Water and ERYC be invited to a public meeting to discuss the issues of the sewers and HGVs.

4. Apologies

There were no apologies.

5. New clerk

The Council welcomed the new clerk, Jane Stewart, to the meeting. Councillor Spence was thanked for her hard work in providing interim clerking duties.

6. Co-option of new councillor

Following the resignation of Mr David Price, the Council had published a Notice of Vacancy. An election had not been called and the vacancy had been advertised to co-opt a new member.

Agreed – That Mr Martin Braidley be co-opted onto the Council. Pro – Councillor Cooper; Sec – Councillor Lewin.

7. Minutes – agreed – that the minutes of the meeting held on 11 July 2016 be approved and signed by the Chairman.**8. Matters arising from the minutes**

Councillor Cooper gave an update on the new Public Protection Spaces Order (PPSO). This incorporated dog fouling and had replaced dog control orders. It was agreed Councillor Spence would talk to the Playing Fields Committee about the possibility of setting up a PPSO to address the issue of dog fouling on the playing fields.

9. Update on handover to new clerk

Members discussed expense payments to the clerk and the petty cash system. The clerk also worked for Seaton Ross Parish Council and sharing stationery costs was considered.

Agreed that - (a) new clerk has said that she will not claim personal expenses;

(b) petty cash would be withdrawn with the clerk or councillors paying for items and being reimbursed on production of an invoice; and

(c) stationery costs would be shared equally with Seaton Ross Parish Council and this would be monitored by the clerk.

10. Update on standing orders, HR policies and complaints procedure

Work was required to bring the above policies and procedures up to date. It was agreed the clerk and Councillor Cooper would bring draft copies to the next meeting for members' consideration.

Agreed – that revisions of the standing orders, HR policies and complaints procedure be brought to the next meeting of the Council.

11. Month end financial report

The clerk stated the current balance stood at £15,783.

12. Proposal for budget of the village newsletter

Having declared a prejudicial interest, Councillor Lee took no part in the discussion or voting on this item.

The newsletter was produced by Mrs Lee who had paid for all the costs herself until recently, when the Council had started to reimburse her for the costs of printing. Councillor Lewin stated that printing costs retrospectively over the past two years which Mrs Lee had paid for herself came to under £200 and she proposed Mrs Lee be reimbursed for these. The Council also discussed payment of Mrs Lee for her time in producing the newsletter but was informed she did not wish to receive payment for this.

Agreed – that Councillors Lewin and Spence look further at the costs involved in producing the newsletter and update the Council at the next meeting.

13. Method of payment for the clerk

Payroll preparation was discussed and it was agreed to move this to East Riding Voluntary Action Service (ERVAS).

Agreed – that payroll preparation be moved to ERVAS from 01/08/2016.

14. Approval of cheques paid and for payment

The following cheques had been issued since the last meeting:

11/07/16	100718	Previous clerk's salary	£122.61
06/07/16	100719	HMRC	£284.80
08/07/2016	100720	Petty cash balance	£37.86

The following cheque was signed:

12/09/2016	100721	PKF Littlejohn LLP	£120.00
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Agreed – that the above payments be approved.

15. Councillor sick leave

Councillors Kemp and Hawley were welcomed back.

16. Events

The clerk informed the Council she would be attending a half day clerk's induction training session which was being held by ERNLLCA. There was no charge for the course.

17. Neighbourhood plans

Councillor Lewin updated members on a recent meeting she had attended with Councillor Cooper and the clerk which had been held by ERYC. Discussions took place around whether Melbourne would benefit from a Neighbourhood Plan. Grants were available to parishes and it was decided to consider this in more detail at the next meeting.

18. Footpaths contract

The contract was shortly up for renewal. It was agreed Councillor Spence and the clerk would take advice from ERYC on the next step required.

19. Planning application notices of decision

The following were noted:

- (a) 16/01884 - Ryedale Farm, Seaton Common Lane – permission granted; and
- (b) 16/01977/VAR – The Shetlands, Main Street – permission granted.

20. Planning application consultations

Two applications had been received:

- 1. 16/02096/PLF – Erection of a dwelling and detached garage, land south of Roseberry Lodge, Main Street. A number of objections had been lodge with ERYC from properties neighbouring Roseberry Lodge.

Agreed – that the Council note the objections to the application and request the application be considered by the Western Area Planning Sub-Committee.

- 2. 16/02353/PLF – Retention of horse ménage and installation of six spotlights – no comments.

21. Council email account and correspondence

The existing email address was not working correctly and both Councillor Spence and the clerk had experienced problems with the laptop.

- Agreed that:**
- (a) a new email address for the Council is set up; and
 - (b) the clerk would look into the cost of buying a new laptop.

22. Correspondence

- (a) ERNNLLCA August 2016 newsletter – members asked the clerk to inform them when the new councillor training dates were circulated;
- (b) Grantfinder – noted;
- (c) Zurich Insurance – noted;
- (d) Public Protection Spaces Order – discussed under minute 8;
- (e) Rural East Riding Strategy – noted; and
- (f) Neighbourhood Policing September 2016 newsletter – Councillor Spence to put details of the drop-in sessions on the notice board.

23. Councillor forum

- (a) Western Parishes Liaison meeting – Councillor Cooper had attended. Much of the discussion had been about speeding in villages and fracking. There was a mobile temporary warning sign which villages could hire from ERYC. It was agreed the clerk would circulate the minutes;
- (b) Bus consultation – a petition for the Melbourne to Pocklington bus service was being circulated in the village.

24. Date and time of next meeting

The next meeting would be held at 7.00pm on 14 November 2016 at the school.

The meeting finished at 9.30pm.