

# ETTON PARISH COUNCIL

<p><b>Chair:</b> John Holmes, Whitehouse Barn, Main Street, Etton East Riding of Yorkshire HU17 7PG Telephone: 01430 810797 Email: <a href="mailto:holmesja@btinternet.com">holmesja@btinternet.com</a></p>	<p><b>Clerk:</b> Alan Bravey, 3 Ruskin Way, Brough, East Riding of Yorkshire HU15 1GW Telephone: 01482 662292 Email: <a href="mailto:ettonpc@outlook.com">ettonpc@outlook.com</a></p>
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20th July 2021

To: All Members of the Parish Council

Dear Councillor,

I hereby give notice that a meeting of Etton Parish Council will take place at **7:30pm, MONDAY, 26<sup>th</sup> July 2021** at the Village Hall, Main Street, Etton, HU17 7PG. The Agenda for the Parish Council meeting is as set out below.

Members of the public and press are welcome to attend and may make representation to the Council in the Public Participation period, which will be at the start of the meeting.

It is recommended that all Councillors, public and press should perform a lateral flow test before attending the meeting. The meeting will be held in accordance with COVID-19 safe working practises.

Yours sincerely



Clerk to the Parish Council

## A G E N D A

Public Participation: To receive any questions / issues from the public

1. To receive any apologies for absence.
2. To record declarations of pecuniary and non-pecuniary interests by any member of the Council in respect of the agenda items below.
3. To receive and agree to sign at a later date the Minutes of the Parish Council Meeting, held on Monday 4 May 2021 and on the 28 June 2021, as a true and correct record.
4. To raise any issues with / receive updates from Ward Councillors
5. To provide initial feedback on the principle of outline planning permission for housing, on the small piece of waste land at the West End of the village
6. To agree to co-opt a Parish Councillor.

7. To receive an update from the Clerk
  - Action log
  - Boundary Review
  
8. To receive any issues / resident's feedback received by Councillors  
 Etton Defibrillator Checks – Councillors Ward and Horton  
Councillor Yeo
  - Litter Bin at the Bus Shelter
  - Kerbstones at the sewerage pumping station
  - Footpath condition between nos 94 and 102 Main Street, following completion of rebuild of 94 Main Street
  - Millennium Beacon
  
9. To receive the following correspondence:
  - i. Fire Service, Safe and Well information for next newsletter
  - ii. Police and Crime Commissioner, Introducing New PCC Jonathan Evison
  - iii. ERYC, Invitation to comment on Draft Local Plan Update
  - iv. ERYC, Advice on Public Meetings.
  - v. ERYC, "Do it For East Yorkshire Community Grant"
  - vi. ERYC, Consultation on Bus Services and Bus Stops
  - vii. ERYC, Invitation to complete national highway survey
  - viii. ERYC, Acknowledgement of request for info re cutting grass verges
  - ix. ERYC, Community Tree Fund
  - x. ERYC, 2022 Birthday Honours list
  - xi. Pageant Master, Queen's Jubilee Beacons
  - xii. ERYC, Invitation to residents to take part in YORSwitch.
  - xiii. Local Landowner, Flood improvements
  - xiv. Resident, Cherry Burton Bridge road safety risk
  - xv. ERYC, Notice of planning approval, 86 Main Street, erection of a sliding electric entrance gate etc
  - xvi. ERYC, Request to provide support to vulnerable residents during heightened demand due to third COVID wave.
  
10. To consider arrangements for the Queen's Platinum Jubilee
  
11. To receive an update on the Community Plaque Initiative
  
12. To approve the purchase of a stainless steel plaque for £325 for the war memorial, with the inscription: "To commemorate those who served in the Second World War 1939 – 1945 and to remember Donald S Kay who gave his life", subject to planning consent.
  
13. To consider a grant request for £773 to part fund the re-surfacing of Church Way
  
14. To agree accounts for payment
  
15. To agree agenda items for the Parish Council meeting on 8 March 2021
  - Community Assets

## ETTON PARISH COUNCIL

4 May 2021

**PRESENT:** Councillors Holmes (Chair), Bell, Horton (from agenda item 7), Sleight, Yeo, and Ward.

Apologies were received from Councillors Stott and Widd.

There was one member of the public in attendance.

The meeting was held virtually using Zoom.

**Public Participation** – The meeting discussed the next steps with the War Memorial. A listed building application was to be prepared to seek the necessary permission to install the plaque commemorating Donald S. Kay, the parishioner who lost his life during the Second World War. The Village Hall Committee had given approval to hang a roll of honour inside the hall, and consideration would be given to displaying a plaque in the War Memorial Gardens. Residents would be consulted on the proposed roll of honour names in the next newsletter.

**22/21 ELECTION OF CHAIRMAN – Resolved** – To elect Councillor Holmes as Chairman until the Annual Council Meeting in May 2022.

**23/21 DECLARATIONS OF INTEREST** – There were no declarations made.

**24/21 ELECTION OF VICE CHAIRMAN – Resolved** – To elect Councillor Bell as Vice Chairman until the Annual Council Meeting in May 2022.

**25/21 MINUTES OF PREVIOUS MEETING – Resolved** – that the minutes of the Parish Council meeting held on the 8 March 2021 should be approved as a correct record and signed at a later date by the Chairman.

**26/21 WARD COUNCILLOR UPDATE** – Ward Councillors had provided a written update, advising that Councillor Owen had been appointed as Leader of East Riding of Yorkshire Council. Councillor Owen had indicated that there would be specific consultation on any devolution proposals.

**27/21 PARISH COUNCIL CO-OPTION** – **Resolved** – That Madeline Horton would be co-opted to the Parish Council.

**28/21 CHARITY REPRESENTATIVES** – It was noted that the Parish Council appointed representatives once every four years and it was therefore not necessary to nominate representatives at this year's meeting.

**29/21 PERSONNEL COMMITTEE MEMBERS – Resolved** – That Councillors Bell and Holmes should be appointed to the Personnel Committee.

**30/21 FUTURE MEETING DATES OF THE PARISH COUNCIL – Resolved** that i) the Parish Council would meet on the following Mondays at 7.30 pm: 28 June (to approve the Council accounts only), 12th July, 13th September, 8th November, 10th January 2022, 14th March 2022 (Annual Parish Assembly commencing at 7.00pm followed by the Parish Council Meeting) and 9th May, 2022 (Annual Meeting of the Parish Council) ii) that it be noted that the Council was required to meet in person for future meetings iii) the Clerk should ensure the necessary risk assessments had been completed to allow a resumption of physical meetings and iv) that the

Parish Council would review the COVID situation prior to the 28<sup>th</sup> June, to determine whether to proceed with that meeting.

**31/21 CLERK UPDATE** – Planning permission had been granted to remove the willows at the pond, and the application for funding would be submitted at the beginning of June. HM Registry had not yet provided confirmation of land registry, but it was hoped that this would not delay the application. The Clerk had written to the farmer asking whether ploughing in an alternate direction might help alleviate flooding at the West End of the village. A letter had been prepared for residents in Gardham regarding the defibrillator, but it was agreed that the clerk should contact the farm owner directly. East Riding of Yorkshire Council had agreed to number the village street lights. The clerk gave an update on the Light Dragoon.

**32/21 COUNCILLOR UPDATE** – Councillor Ward commented that there had been police surveillance in the village following an attempted dog theft. Residents were understandably concerned and it was noted that there had also been patrols at Dalton. It was agreed that the Clerk would write to the Police and Crime Commissioner highlighting dog theft as a priority for local rural policing. Councillor Holmes asked for views on the village picnic. It was agreed to provisionally book the 10th July, subject to COVID restrictions, and to include a notice in the next newsletter. It was also agreed that Councillor Ward would take a lead in arranging the event and that the newsletter should make it clear that it would be run in a COVID safe way, and that residents would be asked to bring their own food and drink. Councillor Holmes advised he had installed six dog fouling signs in the village. It was agreed that additional signs should be fixed to the litter bins, and near to the benches outside of the village, although the Parish Council was not confident that they would lead to a behaviour change with offending dog owners. Contractors would be re-surfacing Church Way in the new few weeks. There had been one further pledge of funding, which meant half of the cost had been covered. Councillor Homes raised concern regarding two gates on Gardham Road, near to the Dalton Road turn off, that were wedged open and causing a hazard to the highway. Councillor Sleight agreed to ask Councillor Widd to raise with the land owner.

**33/21 CORRESPONDENCE – Resolved** – i) that the following correspondence should be received by the Council:

- i. Resident, Request for dog fouling sign
- ii. Humberside Police, Newsletter
- iii. Councillor Gibbs, Letter of resignation
- iv. ERYC, Devolution Update
- v. ERYC, Approval of Pond tree application
- vi. BT, Confirmation the Parish Council would be consulted on any proposals to decommission village phone booth
- vii. ERYC, Surface Dressing, Gardham Road, Etton.
- viii. ERYC, Numbering Etton's street lighting columns.
- ix. ERYC, Update on Etton footpaths

ii) that it be noted that BT had no proposals to decommission the village phone box, and that the Parish Council considered that the listed building status would prevent its removal even if it was decommissioned and iii) that thanks should be recorded to former Councillor Gibbs for her contribution to the Parish Council, and for agreeing to continue with the pond work, the local charity, the defibrillator check and newsletter distribution.

**34/21 PLANNING CONSULTATION – Resolved** – that the Parish Council had no objections to two planning applications at 86 Main Street: i) erection of a sliding electric entrance gate to front and new railings to side (East) boundary with associated works, reposition existing railings at front (South) and side (West) boundary and refurbish by replacing tips with circular tips and stripping back and painting black and installation of a first floor window to front of dwelling and ii) the erection of tree house to rear of property.

**35/21 EXCEMPTION FROM EXTERNAL AUDIT - Resolved** – the Parish Council would submit an exemption from external audit.

**36/21 TO AGREE ACCOUNTS FOR PAYMENT – Resolved** – i) that it be noted that the following accounts had been paid by bank transfer:

- Chris Milsom, Electrician, Installation of Kiplingcotes Defibrillator, £206.04
- ERYC Supplies - £33.68
- Peter Ford, Gardening £559

and ii) that the following accounts be approved for payment:

- Alan Bravey – Salary, expenses and allowances - £423.27
- HMRC - £71.20

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_

## ETTON PARISH COUNCIL

28 June 2021

**PRESENT:** Councillors Holmes (Chair), Bell and Stott.

Apologies were received from Councillors Horton, Sleight, Yeo, Ward and Widd and from the Clerk.

There were no members of the public in attendance.

The meeting was held at Etton Village Hall.

**37/21 ANNUAL GOVERNANCE STATEMENT - Resolved** – that the Annual Governance Statement should be approved and signed by the Chair.

**38/21 ACCOUNTING STATEMENTS AND BANK RECONCILIATION – Resolved** – That Accounting Statements should be approved and signed by the Chair.

**39/21 COVID SAFE MEETINGS IN THE VILLAGE HALL** – The Parish Council was no longer able to meet using Zoom during the COVID restrictions. The Village Hall risk assessment allowed a maximum of 12 people in the hall at any one time. It was considered that additional measures might be introduced to increase the number to 14, but it was recognised that it was unlikely to be sufficient capacity to allow all Parish Councillors, Ward Members and member of the public to attend, or for those present to hear the discussions.

**Resolved** - That Chair would consider postponing the 12<sup>th</sup> July meeting until social distancing restrictions had suspended.

**SIGNED:**

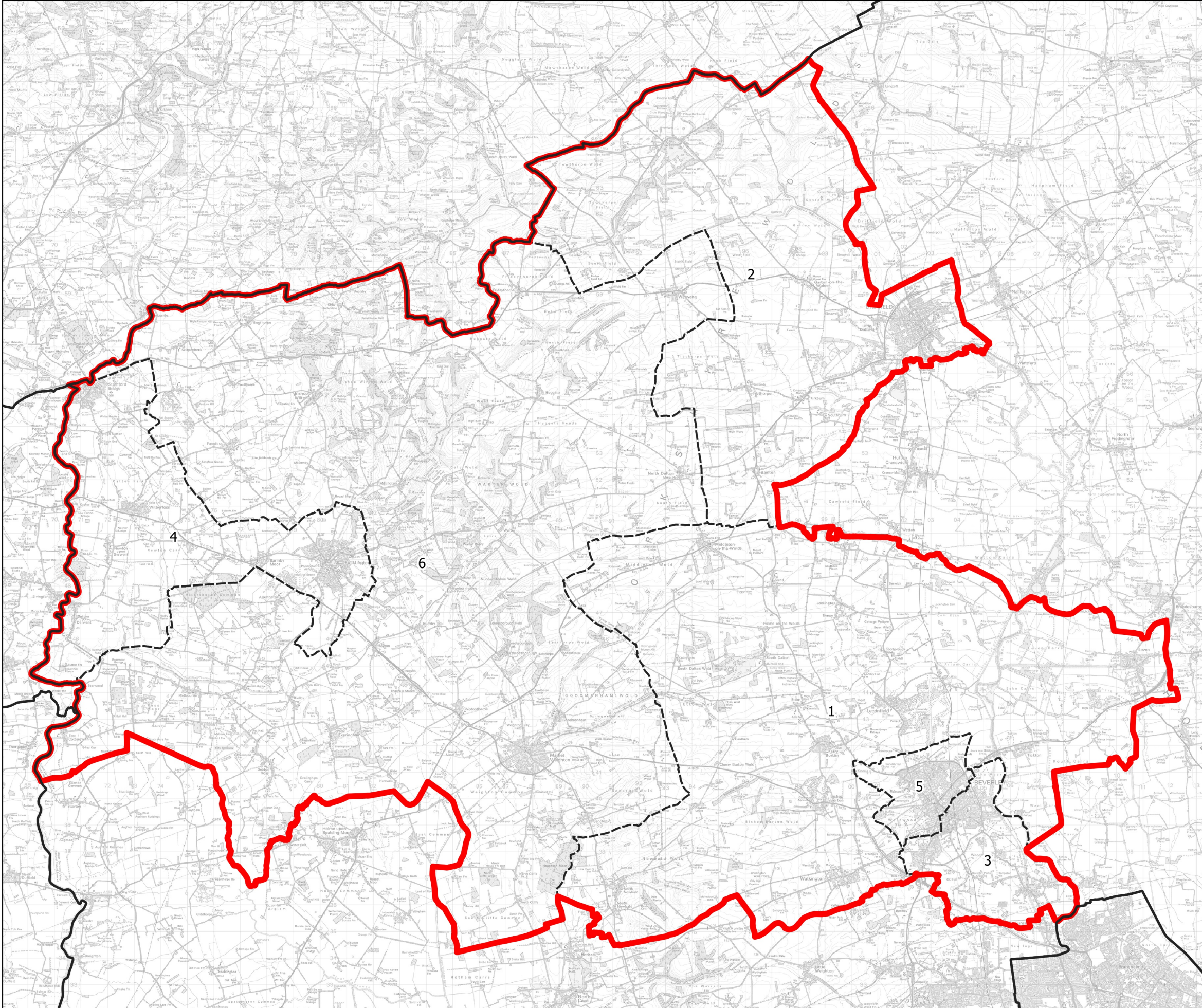
**DATE:**





Wards:

- 1 Beverley Rural
- 2 Driffield and Rural
- 3 Minster and Woodmansey
- 4 Pocklington Provincial
- 5 St. Mary's
- 6 Wolds Weighton



Constituency  
 Local Authorities  
 Wards

0 2 4 km

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## Etton Parish Council - Action Log

	<b>Action</b>	<b>Status</b>	<b>Lead</b>	<b>Update</b>
1	Investigate installing a defibrillator at Gardham.	Ongoing	Clerk	Landowner has given consent. Currently with the Defib Charity to assess eligibility.
2	Pond Project Update	Ongoing	Pond Project Group	Detailed application submitted. Panel sits mid September.
3	Blue Plaque Initiative	Ongoing	Cllr Yeo	July Agenda Update
4	Request landowner to consider ploughing in an alternate in an attempt to reduce flood risk.	Complete	Clerk	Landowner agreed to experiment with angled cultivation in August.
5	War Memorial Plaque.	Ongoing	Clerk	Planning application submitted. Quote for plaque on agenda. Clerk to take "Roll of Honour" to be framed so it can be displayed in the Village Hall.
6	Church Way resurfacing	Ongoing	Cllr Holmes	July Agenda Update
7	Dog fouling signs	Complete	Cllr Holmes	



## Etton Parish Council Correspondence Record

### 4 May to 19 July

The Clerk will circulate correspondence when considered appropriate. If Councillors would like to see a copy of correspondence that has not been circulated, please notify the Clerk on [ettonpc@outlook.com](mailto:ettonpc@outlook.com) on 07932 016856.

<b>Date Received</b>	<b>Attached?</b>	<b>From</b>	<b>Purpose of Correspondence</b>
4 <sup>th</sup> May	N	Fire Service	Safe and Well information for next newsletter
21 <sup>st</sup> May	N	Police and Crime Commissioner	Introducing New Police and Crime Commissioner – Jonathan Evison, and details of say no to fraud campaign.
28 May	N	ERYC	Invitation to comment on Draft Local Plan Update - <a href="https://www.eastriding.gov.uk/planning-permission-and-building-control/planning-policy-and-the-local-plan/local-plan-update/draft-local-plan-update-consultation/">https://www.eastriding.gov.uk/planning-permission-and-building-control/planning-policy-and-the-local-plan/local-plan-update/draft-local-plan-update-consultation/</a>
1 June	N	ERYC	Advice on Public Meetings. There is still a requirement to allow members of the public to attend meetings in person. Some may prefer to attend by Zoom. If more members of the public want to attend than space allows (as identified in COVID safe risk assessments) then the numbers of Members will need to reduce.

3 June	N	ERYC	<p>Details of the “Do it For East Yorkshire Community Grant”, which will open on 1st June. This small grant fund is open to all communities within the East Riding. The fund, created from the Reimagining Market and Coastal Towns budget uplift, is intended to enable Town and Parish Councils, Voluntary and Community Sector organisations and others to hold events &amp; festivals, organise COVID recovery community activity and extend access to services, all intended to encourage residents back onto high streets and to utilise arts, cultural and community facilities. Applicants will be able to access grants from £500 - £5000. The total grant fund is currently £250,000 made up of £200,000 from the budget uplift and an additional £50,000 from the public health team. This additional budget is particularly aimed at supporting vulnerable residents to participate in planned activities, particularly those who have been shielding and might need additional support to get involved. Grants will be available until March 2023, or until the full funding is spent, whichever is sooner.</p>
9 June	N	ERYC	<p>The Government have announced a £3 billion investment package for a new bus strategy in England. ERYC ask for local views on: What improvements (if any) do you think are needed to make bus services better for your town or parish? For instance more frequent services, simpler and better value fares, better bus information, more evening or weekend services, new demand responsive services? Try and rank these or other interventions in order of priority, and think carefully about the likely level of demand that exists locally. Be realistic in your assessment of this latter element.</p> <ul style="list-style-type: none"> <li>• What currently are the main problems (if any) with the bus service(s) in your town or parish? What do local people want most from their bus service that is currently lacking? Whose needs are currently not being met – young people, jobseekers, people with mobility challenges?</li> </ul>

10 <sup>th</sup> June	N	ERYC	Invitation to complete a 10 minute national survey on the various highway service provided, from condition of roads and footpaths to provision of cycling facilities. <a href="https://www.nhtnetwork.co.uk/isolated/data/scorecard/new/bespoke/347">https://www.nhtnetwork.co.uk/isolated/data/scorecard/new/bespoke/347</a>
14 <sup>th</sup> June	N	ERYC	Acknowledgement of request for info re cutting grass verges
15 June	N	ERYC	Community Tree Fund – up to £5k funding for creating new areas / planting new native trees / woodland. Fund open to any landowner, usually not gardens.
18 June	N	ERYC	The process for nominating individuals for the 2022 Birthday Honours list has now commenced with the deadline for submitting nominations being 1 September 2021. The Council is keen to ensure that the fantastic work undertaken by many volunteers in our community during the pandemic or indeed providing outstanding public service over many years is recognised. As Town and Parish Councils you will know the people who make a difference in your community and as such we are requesting your help in identifying and nominating individuals for an honour. The attached letter sets out the process and provides links to on-line guides detailing what needs to be submitted – but in short this requires the completion of an online form containing up to 500 words about why the person deserves the honour and two letters of support. All of which must be completed without the knowledge of the person being nominated and be submitted by the deadline of 1 September 2021.
22 June	N	ERNLLCA	Queen's Jubilee Beacons – Parish Councils may wish to participate in what may be the last chain of beacons during the Queen's reign, and source a local piper to play Diu Regnare at 9.09pm on the 2 <sup>nd</sup> June, before lighting the beacon at 9:15pm.
24 June	N	ERYC	Invitation to residents to take part in YORSwitch.

1 July	N	ERYC	We are currently looking at the National Bus Strategy and how we can make improvements to the local bus network. We would like to hear your views how your bus stops/shelters can be improved and is your bus timetable information adequate?
8 July	N	Local Landowner	Ditch opposite no.128 mown and sludged to improve the flow rate. Confirming that he will experiment cultivating at an angle in Autumn to see whether that reduces the flooding risk.
10 July	N	Resident	Car travelling at speed on Cherry Burton Bridge lost control and left contact with road, impacting with hedge. Consider request for ongoing traffic sign on bridge?
13 July	N	ERYC	Notice of planning approval, 86 Main Street, erection of a sliding electric entrance gate to front and new railings to east boundary, with associated works, reposition existing railings at front and refurbish by replacing tips with circular tips and stripping back and painting black and installation of a first floor window to front of dwelling location.
20 July	N	ERYC	Request to provide support to vulnerable residents during heightened demand due to third COVID wave.



April / May 2021

Expenditure Authorised outside of the meeting for Noting

Item	Description	Total (£)	VAT (£)
N/A			

Schedule of Accounts for Payment

Item	Description	Total (£)	VAT (£)
1) Alan Bravey	June Salary 53.96 <b>July Salary 53.96</b>  Expenses – Official OS Map for War Memorial Planning Application, £13.20	£121.12	£2.20
2) HMRC	April 35.60 May 36.60	£71.20	

**SLA ETON PC AGENCY**

Current account

Account details

\*\*\*\*\*109 | 60-02-23

From

27/04/2021

To

05/07/2021

Date of creation

20/07/2021

## Your transactions

Date	Description	Type	Paid in (£)	Paid out (£)
05 Jul	CLERK	Mobile/Online Transacti...		£107.92
	HMRC CUMBERNAULD	Mobile/Online Transacti...		£106.80
	FROM 64551776	-	£214.72	
01 Jul	RACKHAMS	Mobile/Online Transacti...		£240.00
	FROM 64551776	-	£240.00	
17 May	CLERK	Mobile/Online Transacti...		£369.31
	CLERK	Mobile/Online Transacti...		£115.02
	CLERK	Mobile/Online Transacti...		£51.96
	FROM 64551776	-	£536.29	
07 May	ICO	Direct Debit		£35.00
	FROM 64551776	-	£35.00	
04 May	HMRC CUMBERNAULD	Mobile/Online Transacti...		£178.00
	EAST RIDING OF YOR	Mobile/Online Transacti...		£33.68
	FROM 64551776	-	£211.68	
30 Apr	TO 64551776	-		£2,403.37
	001111	Cheque		£366.63
	E. RIDING OF YORKS	Automated Credit	£2,770.00	
29 Apr	CHRIS MILSON ELECT	Mobile/Online Transacti...		£206.04
	FROM 64551776	-	£206.04	
27 Apr	001112	Cheque		£559.00

Your transactions

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Date	Description	Type	Paid in (£)	Paid out (£)
	FROM 64551776	-	£559.00	