

ETTON PARISH COUNCIL

Chair: John Holmes, Whitehouse Barn, Main Street, Etton East Riding of Yorkshire HU17 7PG Telephone: 01430 810797 Email: holmesja@btinternet.com	Clerk: Alan Bravey, 3 Ruskin Way, Brough, East Riding of Yorkshire HU15 1GW Telephone: 01482 662292 Email: ettonpc@outlook.com
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2nd September 2015

To: All Members of the Parish Council

Dear Councillor,

I hereby give you notice that a meeting of Etton Parish Council will **TUESDAY, 8TH SEPTEMBER 2015 at 7.30 p.m.** in the Village Hall, Main Street, Etton. The Agenda for the Parish Council meeting is as set out below.

Yours sincerely



Clerk to the Parish Council

AGENDA

1. To receive any apologies for absence
 - Councillor Holmes
2. Introductions
3. To record declarations of interest by any member of the Council in respect of the agenda items below. Members declaring interests should identify the agenda item and type of interest being declared. If the interest is prejudicial the Member shall leave the room for the discussion and voting on that item. In accordance with The Localism Act 2011, the Relevant authorities (Disclosable Pecuniary Interest) Regulations 2012.
4. To receive and sign the Minutes of the Parish Council Meeting, held on 14 July 2015, as a true and correct record.
5. To receive an update on any matters arising from the previous meeting
6. To receive any questions from Members of the Council – In accordance with Standing Order 23 notice of any question(s) to be asked must be given no later than 4th September 2015
7. To discuss any issues relating to East Riding of Yorkshire Council
8. To receive the following correspondence:
 - Yorkshire Ambulance Service –Defibrillator awareness training, 29 September, 18:30
 - East Riding of Yorkshire Council
 - Background into 104 Main Street Etton Decision
 - East Riding Joint Local Access Forum – 11th Annual Report
 - Invite to dog control partnership, Monday 7th September 2015 at 6.30pm,Walkington Village Hall

- Safe and Sound Grant
 - August Parish Newsletter
 - September Parish Newsletter
9. Planning Matters (to include any matters received by the date of the meeting)
 - a) To consider applications for planning permission upon which the Parish Council has been consulted (including any received by the date of the meeting)
 - 15/02560/PLF : Construction of boundary gate, Old School House, 2 Main Street, Etton
 - 15/02477/OUT : OUTLINE Erection of dwelling (access, layout and scale to be considered), Land South East And West Of 104 Main Street Etton, East Riding Of Yorkshire
 - b) To note any comments submitted following consultation with Parish Councillors on applications received since the last meeting which required a response prior to this meeting
 - None
 - c) To note decisions of the Planning Authority
 - 15/40084/NONMAT - Eric Bradley Yard, Main Street, Etton
 10. To receive an update on the Etton Village Task Force Visit
 11. To consider minor changes to the standing agenda
 12. To consider issuing a Parish Council newsletter
 13. To consider creating a Facebook / Twitter profile and adopting a Social Media policy
 14. To approve the schedule of accounts for payment.
 15. To receive agenda items for the next Parish Council Meeting on the 10 November 2015

ETTON PARISH COUNCIL

14 JULY 2015

PRESENT: Councillors Holmes (Chairman), Bell, Boyd, Eggleston, Pearson-Moore, Sleight, Widd and Yeo.

Ward Councillors: Councillor Pollard attended for Item 56.

Apologies: Councillor Armstrong.

Clerk: Alan Bravey.

The meeting was held at the Village Hall, Etton.

55/15 INTRODUCTIONS – The Chair welcomed Councillor Boyd and Councillor Yeo to the Parish Council following their co-option at the meeting on the 27 May 2015.

56/15 PLANNING DECISION – LAND EAST OF 104 MAIN STREET ETTON – APPROVED – The Chairman and Councillors expressed frustration and concern regarding the outcome of this application, questioning the planning process and the rationale for the decision that had been made when there was very strong opposition from residents and the Parish Council. Councillor Pollard re-assured Councillors on the integrity of the process and suggested that the Planning Officer be asked to write a letter explaining the reasons for approval.

Resolved – That Councillor Pollard would request a letter from the Planning Officer outlining the reasons behind the recommendation to approve this planning application.

57/15 DECLARATIONS OF INTEREST – There were no declarations of interest.

58/15 MINUTES OF PREVIOUS MEETING – Resolved – That the minutes of the meeting held on the 27 May 2015 be approved as a correct record and signed by the Chairman.

59/15 UPDATE ON MATTERS ARISING FROM THE PREVIOUS MEETING – The Clerk provided feedback from a recent Planning Workshop, noting the increase in permitted development, the potential restrictions to future wind farm applications and the project by East Riding of Yorkshire Council to move towards electronic planning consultation in the future. It was also reported that ERYC Electoral Registration would be pleased to be informed of errors on the electoral roll, that the road slow sign on Gardham Road would be painted late summer and that ERYC felt that the Rootas Lane road sign had help reduce traffic accidents at that particular junction. The Chairman reported that there had been no progress on the electricity box and that the Defibrillator had now been installed on the Village Hall external wall.

Resolved - (a) that consideration be given to purchasing a projector to assist with commenting on electronic planning applications (b) that Councillors Bell and Armstrong form a sub-committee to review updates to the Electoral Register (c) that the Clerk should again raise concerns regarding the HGVs using Rootas Lane to East Riding of Yorkshire Council and (d) that the Chairman would speak to Councillor Armstrong over suggestions for nominating a warden for the defibrillator.

60/15 TO RECEIVE QUESTIONS FROM COUNCILLORS – There were no questions received.

61/15 EAST RIDING OF YORKSHIRE COUNCIL ISSUES – a) Damaged Lamp Post Outside the Light Dragoon Pub – East Riding of Yorkshire Council hoped to have the lamp post reinstated within the next four to six weeks. They would recover their costs directly from the driver's insurance company.

b) Condition of Road Edge Opposite 128 Main Street – Resolved – That the Clerk requests East Riding of Yorkshire Council fill the road edge opposite 128 Main Street.

c) Curb Stone, 93 Main Street – Resolved – That the Clerk requests ERYC re-site the loose curb stones outside 93 Main Street.

d) Verge Cutting – Councillor Sleight reported that East Riding of Yorkshire Council's verge cutting was not extending far enough into the verge when cutting on bends – **Resolved** – that the Clerk reports to ERYC.

62/15 CORRESPONDENCE– Resolved – (a) that the following correspondence should be received by the Council:

- Ministers Rails campaign requesting support in campaigning for re-opening of the Beverley to York Railway Line
- Sancton Wind Farm Group advising that the Sancton Hill wind farm extension would not be progressed
- Community Partnerships – invitation to Local Links Networking Event
- June and July Parish News

63/15 PLANNING MATTERS – a) Applications for comment - Resolved – That the following comments be forwarded to East Riding Council on the application stated:

Application

Comments

(1) Pre-planning application of a wind turbine to a maximum of 36.6m tip height and ancillary development on Land at Goodmanham Lodge Farm, Market Weighton, York, YO43 3NA.

(a) That the Parish Council records its objection to this application because of the overly dominating impact the development would have on the landscape.

(1) Land at Woodhouse Farm, Old Road Leconfied – Installation of 1 no. wind turbine with an overall tip height of up to 48.4m

(a) That the Parish Council records its objection to this application because of the overly dominating impact the development would have on the landscape and for the other reasons previously set out in objection letters to Wind Farms in this area.

b) Applications on which comments submitted since the previous meeting - Resolved – That it be noted that, following the receipt of the following application which was received since the last meeting and which required a response prior to this meeting, it was agreed that the following comments be forwarded on the application stated:

Application

Comments

(1) Notification that an appeal has been made to the Planning Inspector over refusal of erection of single wind turbine ad Land north of Field House Farm, Etton Road, Cherry Burton.

The Clerk had written to the Planning Inspectorate reinforcing the Council's objections to this application.

c) Planning Decisions Received - Resolved – That the following decisions made by East Riding of Yorkshire Council be noted:

Application

- (1) Fell two ash trees due to safety concerns, White House Barn, Etton – No objections raised
- (2) To erect of a detached dwelling with garage, external and internal alterations and extension to barn to allow use as a dwelling, detached garage to serve Beech Lodge, Main Street and creation of replacement access, Land East Of 104 Main Street Etton East Riding Of Yorkshire - Granted

64/15 WASTE RECYLING CREDITS – It was noted that the Waste Recycling Credits received this year was £368.78.

Resolved - (a) that the credit should be shared equally between the Village Hall Committee and St Mary's Church and (b) that the Clerk writes to the Landlord of the Light Dragoon Pub to thank him for allowing the recycling containers to be sited on his land.

65/15 APPOINTING A GARDENER – Councillor Holmes reported PL Ford had tidied up the War Memorial and other public locations and had provided a quote for future maintenance.

Resolved – (a) that Clerk should obtain two additional quotes in accordance with Standing Orders and (b) that PL Ford should be asked to maintain the public areas as required until a gardener can be appointed.

66/15 REPLACEMENT OF PEDESTRIAN GATE / GATEPOST, CHURCH WALK - Councillor Holmes reported that a parishioner from St Mary's Church had offered to make a contribution to the replacement of the gate and gatepost. The condition of the footpath was discussed but not considered to require addressing at the moment.

Resolved – To review when the details of the potential parishioner contribution are known.

67/15 BUDGET UPDATE AND PAYMENT OF ACCOUNTS - Resolved – (a) that the budget update be noted and provided to the Council every three months (b) that cheques should be signed to pay the following accounts:

Clerk Salary (April and May)	99.40
HMRC (Clerk PAYE April and May)	65.60
Etton Village Hall – Room Hire	115.50
Etton Village Hall – Room Hire	5.50
PL Ford	674.00

68/15 FUTURE AGENDA ITEMS – None received.

ETTON PARISH NEWS

Etton Parish Council

Welcome to the Etton Parish Council newsletter. We are your local elected representatives and have a small budget a limited number power to help resolve local issues and improve the quality of life for our residents. Please get in touch if you have anything that you need to raise.

- Cllr John Holmes (Chairman) - 01430 810797
- Cllr Stuart Bell (Vice-Chairman) - 01430 810669
- Cllr Moira Armstrong - 01430 810667
- Cllr Thomas Boyd OBE - 01430 810615
- Cllr Arthur Eggleston - 01430 810583
- Councillor Jane Pearson-Moore - 01430 810037
- Councillor John Sleight - 01430 810281
- Councillor Andrew Widd - Tel No. 07976829911
- Councillor Dr Richard Yeo - 01430 810459

How to use our Community Defibrillator

- If you come across someone who is not breathing or breathing erratically, the most important thing is to call 999 and start CPR (cardiopulmonary resuscitation).
- When you call 999, the operator will ask if you can send someone to get the defibrillator and give you the access code to the cabinet.
- Don't delay or interrupt chest compressions to get it, send someone else.

Community Defibrillator

The Parish Council has purchased a public access defibrillator using East Riding of Yorkshire Council Grant Funding. It has been fitted to the wall of the Village Hall.

Defibrillators save lives. After a cardiac arrest, every minute without CPR and defibrillation reduces someone's chance of survival by 10 per cent.

Defibrillators are very easy to use. They are simple and safe. The machine gives clear spoken instructions. You don't need training to use one. Once in position, the defibrillator detects the heart's rhythm and won't deliver a shock unless one is needed.



- Once the defibrillator is open, it will give spoken instructions—all the user needs to do is follow them until an ambulance arrives

Contact the Parish Council

Clerk : Alan Bravey
3 Ruskin Way
Brough, HU15 1GW
Web: www.ettonparish.org.uk
Phone: 01482 662292
E-mail: ettonpc@outlook.com

Article

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Article

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Have something to say?

The Parish Council meets at 7:30pm on the second Tuesday of every other month. Our next meetings are 10 November, 12 January, 8 March and 10 May. There is a public forum at the beginning of every meeting where residents can raise any issues or concerns that they would like to raise.

Safe and Sound Grant

Are you a Homeowner / Private Tenant aged over 60 or disabled and in receipt of a means tested benefit?



You may be eligible for a grant to assist with additional security measures in your home, such as additional locks for doors and windows, Door Chains and viewers or Security Lights. Please call 01482 396259 or email: amy.dean@eastriding.gov.uk for more information.

Home Fire Safety Checks

Humberside Fire and Rescue Service can visit people in their homes and provide practical advice to eliminate or reduce the risk of fire happening. They will discuss a fire escape plan and could install smoke detectors for some residents. Call them on 01482 398539 if you are interested.

Keep up to Date with the latest Parish News and Information

We put all of our the latest news on our web site — www.ettonparish.org.uk.

ETTON PARISH COUNCIL

Report to: Etton Parish Council

Use of Social Media

A Purpose of the Report

To consider whether the Parish Council should use Social Media as a communication channel.

B. Recommendation

- i) That the Parish Council considers trialing the use of Facebook and Twitter as a means of communicating with residents, businesses and visitors to the Parish.
- ii) That the Clerk should manage the social media sites in accordance with the attached policy.
- iii) That the attached should policy be approved if required.

1. Background

- 1.1 ‘Social media’ is the term commonly given to websites and online tools which allow users to generate their own media and interact with each other in some way – by sharing information, opinions, knowledge and interests. As the name implies, social media involves the building of communities or networks, encouraging participation and engagement. Facebook and Twitter and the two most popular social media sites.
- 1.2 Facebook is a free social networking site that allows people to connect with their selected network of ‘friends’. There are multiple ways to interact - chat, email, photo, video, file-sharing, blogging, common interest groups and more. Pages can be searched for by anyone, but to have full access you may have to ‘like’ the page, request to join or request to be a friend. You can also be asked to join or be sent a ‘friend’ request.
- 1.3 Twitter instantly connects people everywhere to what’s most meaningful to them. Any registered user can send a tweet, which is a message of 140 characters or less that is public by default and can include other content like photos, videos, and links to other websites.

- 1.4 Recent Ofcom statistics show that 83% of adults now go online using any type of device in any location. Nearly all 16-24s and 25-34s are now online and there has been a nine percentage point increase in those aged 65+ ever going online (42% vs. 33% in 2012).
- 1.5 66% of online adults say they have a current social networking site profile. Nearly all with a current profile have one on Facebook. Three in ten social networkers say they have a Twitter profile. Social networking overall remains a popular pastime, with 60% of users visiting sites more than once a day.

2. Potential Uses of Social Media

- 2.1 The popularity of social media over recent years opens up new opportunities for contact and communication. Social media is used by many Parish Councils in addition to existing communication channels for:

- Advertising meetings
- Providing and exchanging information about services
- Advertising events and activities
- Sharing newsletters
- Posting good news stories linked to the Council's website
- Advertise Vacancies
- Retweeting or 'share' information from partners i.e. Police, Library and Health etc.
- Announcing new information.
- Posting or Sharing information from other Parish related community groups/clubs/associations/bodies e.g. Schools, sports clubs and community groups
- Referring resident's queries to the clerk and all other councillors

3 Potential Pitfalls of Social Media

- 3.1 With the opportunities there are however pitfalls which give rise for the need to ensure robust procedures and governance are in place to minimise the risk to the council and its employees.
- 3.2 There is a risk that staff or Councillors make statements on Facebook that do not reflect the views / policies of the Council, or that are inappropriate or libellous. It is recommended that access to social media should be restricted initially to the Clerk to control this risk and that any inappropriate use of social media is dealt with under the Council's disciplinary policy.
- 3.3 Members of the public can use a social media platform to "vent off" about Council services or issues that are nothing to do with the Council. Comments may not be lawful. However, it is not necessary to respond to all posts on social media, and people that send inappropriate comments can be blocked from the site.

- 3.4 A key issue is that users of social media expect an almost instant response to any posts made. With the resources available to the Parish Council it is difficult to address this issue other than by accepting that responses will be made days and possible weeks rather than hours.
- 3.5 It is likely that it will take quite some time to build up a following of people on social media and there is a risk that the Council's social media presence will not take off.

Alan Bravey
Clerk to Etton Parish Council

Etton Parish Council

Social Media Policy

1. Policy Statement

- 1.1 The popularity of social media over recent years opens up new opportunities for contact and communication. Etton Parish Council will use social media sites as an additional communication channel to communicate with residents and businesses in the Parish.
- 1.2 The Council will use Facebook and Twitter as its main social media channels of communication but other social media sites may also be used.

2. Maintaining and Monitoring the Council's Social Media Presence

- 2.1 The Clerk is the Council's appointed officer to manage and moderate its social media accounts. No other employee or Councillor is authorised to make posts on any social media site on behalf of the Parish Council, except where an exception has been agreed by the Council.
- 2.2 Any Councillor may make their own posts in their capacity as Councillor using their own social media accounts. These should be in keeping with the Member's Code of Conduct.
- 2.3 The Clerk will monitor the Council's social media sites from time to time and will respond to posts as appropriate and usually within 15 days. Not all posts on social media will require a response and the Clerk will use his / her judgement to determine where this is necessary.
- 2.4 If a matter is raised that requires a decision by the Council, or further consideration, then it will be raised as an agenda item at the next available Parish Council meeting. The poster shall be informed via the page or direct message that this is the case.
- 2.5 The Clerk will not enter into discussions online with posters who are aggressive or abusive. The Clerk has the authority to remove any inappropriate posts. The Clerk will notify the Facebook / Twitter and block the sender as appropriate.
- 2.6 The Clerk is authorised to make posts to social media that are concerned with the following:
- Advertising meetings
 - Providing and exchanging information about services
 - Advertising Parish Council events and activities
 - Sharing Parish Council newsletters
 - Posting good news stories linked to the Council's website

- Advertising staff or Councillor Vacancies
- Retweeting or 'sharing' information from partners i.e. Police, Library and Health etc.
- Announcing new information agreed by the Parish Council.
- Posting or Sharing information from other Parish related community groups/clubs/associations/bodies e.g. Schools, sports clubs and community groups
- Responding to resident's queries

2.7 The Clerk will abide with the following protocol when administering the social media sites:

- All social media sites in use should be checked and updated on a regular basis and ensure that the security settings are in place.
- Be professional; remember that you are an ambassador for the council.
- Be responsible, be honest at all times and when you gain insight; share it with others where appropriate.
- Be credible, be accurate, fair and thorough and make sure you are doing the right thing.
- Be safe, never give out personal details like home address and phone numbers, or any financial details or bank account numbers.
- Try to add value and provide worthwhile information and perspective.
- Do not open a channel of communication you cannot maintain.
- Understand when a conversation should be taken offline.
- Do not engage with users who are aggressive/abusive
- Abbreviations are acceptable but not 'text speak', the response may be useful to all followers so it needs to be comprehensible to all. Capital letters should be used for proper nouns. Check spelling and grammar before any posting. All rules of accessibility and plain English should apply.
- Avoid speculation, keep to facts
- Check with that any information you want to post/tweet is accurate. Social media should be a reliable source of information.
- Remain impartial and politically neutral.
- Community groups, non-profit organisations and partners may have events and information that can be promoted, be mindful of pushing out too much information, look to the schedule and check we are not inundating people.

Approved Date:

Review Date:

September 2015

Schedule of Accounts for Payment

Item	Total (£)	NET (£)	VAT (£)
Clerk Salary	49.30	49.30	-
HMRC	33.20	32.20	-
Etton Village Hall – Room Hire – 2015/16	2.75	2.75	
TOTAL	85.25	85.25	-

October 2015

Schedule of Accounts for Payment

Item	Total (£)	NET (£)	VAT (£)
Clerk Salary	49.70	49.70	-
HMRC (Clerk PAYE)	32.80	32.80	-
Etton Village Hall Room Hire – Defibrillator Training	12.00	12.00	
TOTAL	94.50	94.50	