

Kilham Parish Council

Minutes of the meeting held at the Village Hall on Monday 08th June 2015, 7.30pm

Present:

Councillors: Geoff Seward (Chairman), Mark Buckle (Vice-Chairman), Caroline Barratt, Christine Snowden, Gerry Horner, Lucy Savile, Megan Price, Sandra Van der Kooij, John Girling.

3 members of the public present, Mr. David Sheader, (KPFA), Mr. and Mrs.Smallwood, (Newsletter)

Clerk: Claire Boston.

1. Apologies for absence:

Cllr G Conlin, Cllr D Hayhurst, Trish Walker.

2. Declarations of Interest by members in Items on the Agenda

Cllr Barratt declared a non-pecuniary interest in the planning application 15/01551/OUT.

3. Agreeing the Minutes of the Last Meeting.

The minutes of the 21st May 2015 meeting were agreed to be a true record and duly signed by the Chairman. Proposed by Cllr Buckle and seconded by Cllr Horner. All councillors were in favour.

4. Guest Speaker – David Sheader KPFA

KPFA is a charitable trust that operates solely for the benefit of the members of the community of Kilham. At the end of our fourth year we are £3,000 up on the previous year. Our main fund raising event is the Beer Festival which will be held on the 4th and 5th of September this year. We will also endeavour to hold a bike ride and walk in late September but this will all depend on how much local support we receive. The Tennis Club continues to thrive with 2 mens and a mixed team playing each week. There are over 30 people involved in these teams, most from the village. Once the Wimbledon buzz starts, you will regularly see local children on the courts all day, we do not lock the courts therefore there is free access to all. We have continued to pass the running costs of the tennis courts to the Tennis Team, this has save around £1000 to KPFA. Tennis coaching will start in June 2015. We have gone into an arrangement with a local sports coach to provide 8 sessions on a Saturday morning for the youngsters in the village, KPFA have bought the equipment and will contribute to the costs, hopefully this will be well received. If the tennis coaching is a success, we may branch out to offer keep fit (boot camp) at the field in 2016. Our main aim for the year is to further the development of the All Weather Pitch, we do not have enough money at present to start anything, so hopefully the Beer Festival will allow new work to continue. We will also continue to work with the community to develop starting facilities that they otherwise would have no access to without travelling.

Thank you to the Parish Council for the grant received last year and the committee would appreciate the same financial backing this year as this helps pay the running costs of the facilities.

Cllr Buckle added that new members would be welcomed to the KPFA.

The Chairman thanked Mr. Sheader for taking the time to speak at the meeting and said the donation from the Parish Council would be discussed at the July meeting.

5. Guest Speakers – Gill and Kevin Smallwood – Newsletter

We have received good feedback about the new style newsletter and we have been approached by a few local businesses asking whether they could advertise within the newsletter.

Cllr Seward, we have not been in this position before and we are in uncharted territory, we can trial the adverts and see what response we have. The revenue from the adverts would offset the production costs of the newsletter.

Cllr Buckle, this will be a tester and the Parish Council will be paying for the newsletter regardless. Gill could put an editorial in the next issue inviting businesses to place an advert in the newsletter for a small fee.

Gill said that there is an issue, at present I do not charge for most of my time in producing the newsletter and if we start with the adverts this does take more of my time up as they are not quick and easy, this may mean the parish council will be charged extra until things have established themselves. If the business can provide a ready to print advert that would help, also where do we draw the line, we need rules put in place before the next issue regarding advertising.

After a lengthy discussion it was proposed that an editorial will be placed in the next issue of the newsletter to invite local businesses to advertise for a fee. The working party will discuss the cost of the adverts along with Gill and Kevin and place together rules of advertising. Gill and Kevin will be supported by the working party at all times and the working party would take the final decision on any arising issues. This was proposed by Cllr Buckle and seconded by Cllr Price. All councillors were in favour.

6. Public Forum.

There were no members of the public present.

7. Planning:

15/01115/REM – Erection of 11 no. dwellings following outline permission 14/00060/OUT (Appearance, Landscaping, Layout and Scale to be considered)

Land West of The Poplars Woldgate Kilham East Riding of Yorkshire YO25 4SG

Applicant: Palladian (York) Ltd

Application type: Approval of Reserved Matters

The councillors strongly object to this application on the following grounds:-

The proposal has been changed from 6 to 8 now 11 dwellings, designed into a relative small area giving a feel of overcrowding and not in keeping with Kilham’s Conservation area.

In the planning application 14/00060/OUT, eight houses were proposed within the development, with only one of the houses accessing East End. The revised plan for 11 dwellings has five pedestrian access points, four of which are from dwellings, straight out onto Burton Road. Burton Road at this point is a narrow highway within metres of a tight T-Junction and from the plans we can see that there are to be no new footpaths. Surely the Planning department cannot find it acceptable that a new build allows residents to walk directly out onto a main road. As stated in the Appraisal, ‘layout’ ‘there is to be a range of dwellings providing a mix of accommodation’, this includes family homes, therefore it is not unreasonable to believe children will be walking to the local school along section of narrow, busy road without a footpath. The parish council does not find this acceptable.

Kilham Parish Council highlighted in it’s response to the ERYC Local Plan, that all sewage is directed to the water treatment plant via a new sewer and NOT routed through the

existing sewers. This is also within the East Riding Local Plan, Kilham 31.2 page 140 'surrounding area will require sewage treatment capacity improvements'
Over the past 12 months Kilham has received proposed planning applications for a further 62 dwellings not including these 11. Our current Sewage infrastructure cannot be expected to cater for this number of properties. We have already experienced flooding at a high financial cost to the residents and County Hall and this would be an ideal opportunity for a new sewage system to be provided to help prevent future potential disasters.
The gardens are all of a minimum size, with a large percentage of the land being covered with the construction and parking areas, the surface water will have to be directed into the waste water drains, this too will need the correct infrastructure to be put in place.

15/01551/OUT – OUTLINE – Erection of 4 no. dwellings (all matters reserved)
Land North of Northside North Back Lane Kilham East Riding of Yorkshire YO25 4RU
Applicant: Mr Andrew J Smith, Application type: Outline Planning Permission

(a) The councillors wish to made the following observations:-
It is once again felt that the infrastructure within Kilham is inadequate for another development, in the past 12 months Kilham has received planning applications for another 69 dwellings, not including these 4. The Parish Council does not object to future developments but must stress that new sewerage infrastructures need to be created to cater for the expansion of the village and avoid another potential flood.

The entrance/exit from the proposed site is on to North Back Lane, a road which already has an issue with traffic. The lane is mainly single track and is used regularly by agricultural vehicles. It is recommended that Highways carries out a survey to establish its feasibility.

The following planning application was resolved to be granted by ERYC

15/01092/PLF – Erection of single storey extension to rear of existing garage and car port to Front, Beech House Middle Street, Kilham YO25 4RL Applicant Mr I Howard.

8. Finance.

It was proposed by Cllr Snowden and seconded by Cllr Barratt that the following accounts be paid: Clerks salary & Exp. £410.88, Mr. R Dixon (Audit) £275.00.
Payments received:- Allotment rents x2 £50.00

Due to the retirement of Cllr Berry, we need to remove her signature from the Unity Bank account. The forms were signed by the relevant councillors. Following the Annual Meeting Cllr Barratt agreed to join the financial working party and duly signed the forms allowing her to access the Internet Banking account.

I have received an email from the Internal Auditor with a provision of the Transparency Code, that there is still a requirement to submit an Annual Return to the External Auditor until and including 2016/17.

9. Budget Review – First quarter review.

The councillors received a breakdown of the current spend for the first quarter of the financial year, compared to the agreed budget figures. All councillors were satisfied with the presented figures.

10. To review the Internal Auditor Report

A report has been received from the Internal Auditor for the financial year 2014/2015.
The clerk discussed each section of the findings with the councillors.

The Summary from the Auditor reads:- The accounts of the council are maintained to a high standard and the co-operation of the clerk of the council in the completion of this audit was much appreciated.

The internal financial control environment within the council is good and the adoption of the above recommendations will serve to further enhance and strengthen the systems, procedures and governance arrangements already in place. The Transparency Code for smaller authorities was issued in December 2014 by the DCLG and applies to this council from 1st April 2015. The members will need to ensure that the council meets the requirements of the code and publish the required information. The Transparency Code means that Parish Councils with a turnover of less than £25,000 will be excluded from the annual external audit regime. The Internal Audit has been conducted in accordance with the Governance and Accountability for Local Councils – Practitioners Guide 2014. I confirm that I have no relationship or interest, financial or otherwise, with any member of officer of the council.

The report was proposed by Cllr Buckle and seconded by Cllr Price, all councillors were in agreement. The councillors wished to thank the Clerk for the high standard of her work.

11. Playground Inspection reports, to review the months comments

A weekly inspection is carried out on the playground and the only issue raised by Cllr Snowden was that the surface in front of the slide is raised higher than the surrounding grass causing a potential tripping hazard for the children.

It was agreed that this would be looked into.

12. To agree the Meeting Venue Risk Assessment form.

A resolution was passed to agree the above Risk Assessment, Proposed by Cllr Snowden and seconded by Cllr Savile all councillors were in favour.

13. Honours List – To discuss the possible nomination of a resident

Cllr Price highlighted that there are a band of residents who tirelessly dedicate their time to the various groups within the village and receive no recognition. The Honours List gives the villagers an opportunity to forward their names for a possible MBE or OBE for their service. A discussion took place and a name was agreed upon, a councillor was asked if they would acquire the information to bring back to a future meeting.

A proposal was also forwarded which suggested the Parish Council consider creating their own annual honours list, voted for by the residents.

14. Arrange a meeting of the Information Board working party.

A meeting was arranged for Thursday the 25th June, 10am in the village hall.

15. Correspondence received:

- (a) The councillors have received all the relevant emails throughout the month.
- (b) ERYC – Lissett Community Wind Farm Fund with a brief note which outlines the applications received in 2015
- (c) ERYC - The result of uncontested election for Kilham
- (d) Following the correspondence from the Archives Service, the photographs can be submitted in any form but ideally original form.
- (e) An email was received from a resident regarding the pruning of the trees around the pond area and a complaint that the daffodils were cut down too early.
- (f) Email for ERYC – Dog Control Partnership Scheme.

16. Clerks report:

I have agreed a new deadline date with the External Auditors for the submission of the Annual Return.

I am still awaiting further responses from the neighbouring parishes in regard to the donations of to the Driffield Twilight Bus service. This will be added to the agenda in July.

17. Councillors Reports:

Cllr Seward – I have been trying to contact Kemp Building to chase the top surfacing of the churchyard path. I have taken the opportunity to find alternative supplies and will pass on the information to the clerk to obtain quotes. The trees in the cemetery, churchyard and around the pond area are in need of trimming, thinning and tree stumps removing. A quote has been received from Paul Wilson of £460.00 plus VAT. It was proposed by Cllr Buckle and seconded by Cllr Savile that the work should be carried out, all councillors were in agreement. Mr. Wilson examined the willow tree next to the pond and recommended that there was another two years of growth before pruning was required.

Cllr Buckle – Stan our handyman is on-going with the list of jobs the Parish Council has created.

The date of the next Parish Council meeting will be held on Monday 13th July 2015 at 7.30pm.

There being no further business to discuss the Chairman closed the meeting at 9.23pm