

# LOCKINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 16th March 2020

Apologies: – Parish Councillors Mary Munro-Hill and Andrew How.

Lockington Parish Councillors present were: Kevin Marshall, (Chair), John Rowson (Deputy Chair), Amanda Clarke, Adrian Crookes, Caroline Holgate, Graham Chapman and Andrew Proctor.

Visitors:

There was one parishioner present from the village.

The Clerk to the Parish Council, Mr Gareth Rees was also present.

2. The Minutes of the meeting held on Monday 17<sup>th</sup> of February 2020 were duly reviewed and approved by the Parish Councillors present, and signed by the Chair as a correct record of the meeting.

Name..... Signature.....Date.....

3. Declarations of Interest:

There were no Declarations of Interest recorded.

4. ERYC Business:

There are three Beverley Rural Ward Councillors; Pauline Greenwood, Kevin Beaumont and Bernard Gateshill.

Beverley Rural Ward Councillors present at this meeting was; Kevin Beaumont.

The TROD proposed at Station Road was discussed and the Ward Councillor Kevin Beaumont stated “it was a good success story for the village”

With regard to Covid 19 Ward Councillor Kevin Beaumont explained that the Ward Councillors were ready and willing to help, however, they had to consider the advice from the Government. The Ward Councillor reminded the Parish Council that they could still be contacted by phone and/or e mail.

## 5. Business Items:

### 5.1 Village Flooding

Discussion took place about the recent flooding in the Village, including Church Lane, Dead Lane, Thorpe, Thorpe Leys and Front Street (Flooding in Front Street from surface water from the fields behind (32 – 46 Front Street)). Local resident called out ERYC, Mr Sam Barnes (Engineer) attending the flood site.

Clerk actioned with the following;

- a) Ask Mr Charlton (ERYC) to attend a meeting of the Parish Council within working hours.

Action Date; 31<sup>st</sup> March 2020 (AN/138/03/20). On hold re Corona Virus.

- b) Follow up Chairman's note to the Head of Planning re the effect of the new build on flooding in Front Street (sent February 2020).

Action Date; 31<sup>st</sup> March 2020 (AN/139/03/20). Action complete.

- c) Send note to Mr Charlton (ERYC) with regard to Mr Ian Kitchen's questions.

Action Date; 31<sup>st</sup> March 2020 (AN/140/03/20). Action complete.

- d) Ensure villagers affected by the flooding and previously involved in discussions are notified of the proposed meeting with Mr Charlton.  
Clerk to ensure this takes place when meeting date agreed

As/when required – see 5.1a above (AN/141/03/20). On hold re Corona Virus.

## Business items continued;

### 5.2 Land Exchange Update

- a) A formal response had been received from Dalton Estates (Heads of Terms). A detailed discussion pursued around this topic to ensure clarity regarding the issues, costs and risks.
- b) All Parish Councillors have received a copy of the Heads of Terms from Dalton Estates. There was a general discussion, and it was felt that the document seemed to be a fair exchange, however there were some caveats, as detailed below;

The following resolution was proposed to the Parish Council;

*“The Parish Council resolves that in order to improve the facilities and social wellbeing of the local Community that it disposes of two parcels of land on the outskirts of the village by way of exchange for one parcel of land located centrally within the village. This would be carried out by way of a Land Exchange on the terms set out in the Heads of Terms from the Hotham Family Trust dated 9<sup>th</sup> March 2020 subject to (a) correction of Plan B to accord with the Parish Council’s Title No.YEA79940, (b) an independent valuation to demonstrate that the disposal is for a consideration not less than can reasonably be obtained as required by S127 of the Local Government Act 1972, c) support from the local community to proceed with the land exchange following consultation, (d) obtaining planning approval for a change of use and new vehicular access, and (e) completion of appropriate documentation and compliance with all statutory provisions as advised by independent legal advice.*

*The Chair be authorised to sign the said Heads of Terms (and any minor variation thereto, e.g. amended plan/area) in order to progress this matter on the basis that completion of the transaction will be dependent upon the conditions outlined above being satisfied.”*

The resolution above was proposed by the Chairman, Parish Councillor Kevin Marshall, and seconded by Parish Councillor Adrian Crookes.

A vote was taken and the resolution was carried by a majority. There was one abstention, Parish Councillor Graham Chapman who stated, he was concerned that residents had been given no opportunity to express views on the decisions taken so far and he wished to be free to speak on their behalf.

**The Chairman, Parish Councillor Kevin Marshall to sign the Heads of Terms (HoT) as detailed above.**

**Action Date; When HoT acceptable to the Chairman (AN/142/03/20).  
Action complete.**

Business items continued;

5.2

c) Details were given regarding three competitive quotes obtained for independent valuation advice in respect of the proposed land disposals/exchange. After some discussion, the quotation by Messrs Leonards was deemed to be acceptable and that they be appointed to undertake the required valuations. (The quotations for legal advice to be considered at a later date).

This was proposed by the Chairman, Parish Councillor Kevin Marshall, seconded by Parish Councillor Caroline Holgate.

A vote was taken and the resolution was carried by a majority. There was one abstention, Parish Councillor Graham Chapman (Abstention, as 5.2b above on page 3).

Chairman, Parish Councillor Kevin Marshall volunteered to develop the detailed Briefing Note for the valuations by Messrs Leonards.

Action Date; 31st March 2020 (AN/143/03/20). Action complete.

Clerk to instruct Leonards on behalf of Parish Council when the Briefing Note is complete.

Action Date; When action 142 above is complete (AN/144/03/20). Action complete.

d) The public consultation document circulated with the Agenda was discussed at length. Given that the proposed exchange site has been agreed, the two key consultation elements are firstly to determine whether there was support for the proposed land exchange and secondly to determine subsequent use and development of the site. Parish Councillor Graham Chapman was keen to ensure we reset the subcommittee developing the document and the subcommittee then report back to the full Parish Council, as agreed in the January 2020 meeting.

This was proposed by Parish Councillor Graham Chapman and seconded by Parish Councillor Andrew Proctor.

A vote was taken and the motion was carried by a majority. There was one abstention, Chairman, Parish Councillor Kevin Marshall.

The Parish Council resolved to set up a subcommittee including the following Parish Councillors, and report back to the full Parish Council for document approval.

John Rowson  
Graham Chapman  
Andrew How  
Andrew Proctor.

Parish Councillor John Rowson to report back to the full Parish Council on the subcommittee suggestions.

Action Date; Next meeting (AN/145/03/20).

Business items continued;

5.3 Station Road

Further discussion took place around the TROD. Parish Councillor Andrew Proctor asked if we could have a fourth passing place between the school and the village sewerage station.

Clerk actioned to write to Mr Sugden with the above request.  
Action Date; March 31st 2020 (AN/146/03/20). Action complete.

Clerk actioned to chase Mr Sugden with the outstanding information request re TROD.  
Action Date; March 31st 2020 (AN/147/03/20). Action complete.

5.4 Letting of Station Road Field

The letting of the field in Station Road was discussed. It was agreed to offer the field to Mr Alister Grant for a further twelve months at a cost of £80.

This was proposed by Parish Councillor John Rowson and seconded by Parish Councillor Amanda Clarke. A vote was taken and the motion was carried by a majority. There was one abstention, Parish Councillor Andrew Proctor.

The Parish Council resolved to let the field to Mr Grant for a further year.

Clerk actioned to write to Mr Grant offering the field as detailed above.  
Action Date; March 31st 2020 (AN/148/03/20). Action complete.

5.5 Governance Documents  
NALC Model Financial Regulations.

The above document had been circulated to the Parish Council for review (with edits as per instructions/suggestions from NALC).

After discussion, Parish Councillor Graham Chapman proposed that we adopt the edited version of the Financial regulations (Revision 1.1). This was seconded by Parish Councillor Kevin Marshall.

The resolution was carried unanimously.

Clerk actioned to remove the 'tracked changes' from the documents and file as Lockington Parish Council Financial Governance Document.

Action Date; March 31st 2020 (AN/149/03/20). Action complete.

## Business items continued;

5.6 Cherry Burton Gun Club (CBGC) - action follow up (AN10/04/19).

Parish Councillor John Rowson explained that the bund at CBGC is not due to be complete until Q3 2020 (earliest). The Parish Council had not received the last noise survey readings.

Parish Councillor John Rowson actioned to chase CBGC for the latest noise survey results.  
Action Date; Next meeting 2020 (AN/150/03/20).

5.7 Village Bench upgrade - action follow up (AN39/06/19).

It was reported that Mr Deighton had kindly agreed to repaint the benches again this year.

Parish Councillor Andrew How actioned to follow up with Mr Deighton as necessary.  
Action Date; Next meeting 2020 (AN/151/03/20).

## 6 Correspondence

6.1 Hornsea 4 Planning Update S42 & Site Visit.

This was discussed and the Parish Council felt that the site visit was not required. The Clerk said that he had received a note from Beswick council re the updated planning proposal.

Clerk actioned to circulate the note from Beswick Parish Council to Lockington Parish Councillors. Parish Councillors to respond with any comments/concerns to the Clerk as soon as possible (end of consultation date has now passed).

Action Date; March 20th 2020 (AN/152/03/20). Action complete.

6.2 ERNLLCA Newsletter (February 2020) - Noted.

6.3 ERYC Cabinet Newsletter – Noted.

6.4 Lund Road Chippings update.

The Clerk reported that he had corresponded with Mr Iain Sugden (ERYC), and that the chipping pile causing an obstruction will be moved back.

6.5 Joint Local Access Forum – Noted.

6.6 VE Day – VH Fund Application Update.

The Clerk reported that ERYC had received the application for VE Day partnership with the VH.

6.7 Errol Remington (Bench) – Update.

The Clerk reported that this was ongoing and he was corresponding with Mr Remington.

Clerk actioned to continue with installation of the new bench.  
Action Date; December 31st 2020 (AN/153/03/20). On hold re Covid 19.

Correspondence continued;

6.8 Lockington Footpath No 16 – Diversion now approved. Noted.

6.9 Website Content Accountability Guidelines (WCAG 2.1AA).

The Clerk explained the requirement; by September 2020 all public sector websites must be compliant with the above legislation. **Our current website could not be converted to WCAG 2.1 compliance, it would require a complete rebuild.**

The Clerk explained that to bring in a third party to carry out this work would cost £1300 in year 1, with an ongoing cost of £600/year.

The Clerk went on to explain he had written to ERYC IT department to get a better understanding of their plans to comply with WCAG, and how this would assist the Parish Council with their compliance.

Clerk actioned to follow up correspondence initiated above, and feedback to the Parish Council.

Action Date; May 2020 (AN/154/03/20).

6.10 Planning application@ Alamein Barracks Driffield – Noted.

6.11 Dormant Asset Policy Consultation – Noted.

6.12 Calor Rural Community Fund.

This was discussed and the Parish Council were keen to make an application to assist with the cost of the proposed land exchange with Dalton Estates

Chairman, Parish Councillor Kevin Marshall volunteered to develop an application for the. Calor Rural Fund in respect of upfront costs for the proposed land exchange/Village Park.

Action Date; April 3rd2020 (AN/155/03/20).

Clerk to apply to Calor on behalf of Parish Council when application complete.

Action Date; 6<sup>th</sup> April 2020 – closing date 9<sup>th</sup> April 2020 (AN/156/03/20). Action complete.

## Correspondence continued

6.13 Corona Virus (ERNLLCA) & note from Mr Mathew Buckley (ERYC).

The Local Government Association has published a very useful list of different government advice sources at <https://www.local.gov.uk/coronavirus-information-councils>

Extract below from the ERNLLCA note dated 5<sup>th</sup> March 2020 @ 1058 hrs.

### ***“Council decision-making”***

*“Additionally, councils are reminded that the Local Government Act 1972, section 101, allows a council to devolve most decision-making to the Clerk. Councils may wish to consider putting such a resolution in place for the duration of any emergency, should one be declared”.*

Extract below of a note from Mr Mathew Buckley (Head of Legal & Democratic Services) dated 16<sup>th</sup> March 2020 @ 0927 hrs.

*“Dear Clerk”*

*“We have been asked by a few Councils as to how business should be run taking into account COVID 19. It would be prudent of Councils to call a meeting of the Council as soon as possible to delegate the powers and duties of the council to the clerk in consultation with the chair to ensure that business can continue to be transacted if meetings of the Council cannot take place”.*

After considering the advice above from both ERNLLCA and ERYC, and in light of the recent Government announcement with regard to social distancing, the Parish Council have decided to cancel all future meetings until the Covid 19 situation is under control. The Clerk will keep the Parish Council updated with any advice from ERYC, ERNLLCA and, or SLCC.

Parish Councillor Graham Chapman proposed that we adopt the advice above from ERYC. This was seconded by Parish Councillor Andrew Proctor. The resolution was carried unanimously.

**Clerk and Chairman, Parish Councillor Kevin Marshall to ensure that Parish Council business continues to be transacted in a timely manner. Ensuring the Parish Councillors are fully aware of all ongoing activities.**

**Action Date; Ongoing until advised differently from ERYC/Government (AN/157/03/20).**

Gill Fawcett representing St Mary’s Church, Lockington was present and advised that St Mary’s were looking for the Parish Council to form a partnership with them during the Covid 19 crisis to help elderly, isolated and vulnerable people in the village and asked for volunteers.

Parish Councillors Amanda Clarke, Caroline Holgate and the Clerk volunteered to help in any way they could



Correspondence continued;

6.14 East Riding & North Lincolnshire Branch of SLCC - East Riding of Yorkshire Council - Town and Parish Council Charter Consultation.

This was discussed and the Clerk was asked to respond.

Clerk actioned to complete charter consultation on behalf of the Parish Council.  
Action Date; March 31st 2020 (AN/158/03/20). Action complete.

6.15 White Railings across bridges.

The Clerk had received a complaint from a Parishioner regarding the condition of the white railing across the bridges in the village.

Clerk actioned to contact the Village Street Scene (ERYC) to see if this work can be carried out.  
Action Date; March 31st 2020 (AN/159/03/20). Action complete.

7. Planning

7.1 ERYC Planning Decision 20/00047/TCA/– Fell Cedar Tree @ Ellerbridge, 58 Front Street.

Decision: Raise no Objections.

Noted.

7.2 ERYC Planning Decision 19/03841/PLF – Erection of dwelling and detached garage East of School Farm

Decision – Grant Planning Permission.

Noted.

7.3 ERYC Planning Decision 20/00117/PLF – Construct of pitched roof over existing single storey extension to side (Melody Cottage South Glebe)

Decision – Grant Planning Permission.

Noted.

## 8. Finances

8.1 The Parish Council approved the sum of £54 for the Clerk to attend ERNLLCA Financial Training (providing this training was going ahead with regard to Covid 19).

8.2. The 2019/2020 internal audit will be required in the next couple of months, the Clerk had sourced an Auditor from a contact that ERNNLCA supplied. The cost of the Audit is £225 (no VAT). The Parish Council approved the cost.

Clerk actioned to approach the Auditor and confirm the Parish Council would like to use his professional services.

Action Date; March 31st 2020 (AN/160/03/20). Action complete.

## 9. AOB

### 9.1. Station Road Aike

Parish Councillor Caroline Holgate reported that she had received complaints regarding the unsafe condition of Station Road Aike.

Parish Councillor Caroline Holgate actioned to obtain details and photographs of the specific issue and forward them to the Clerk.

Action Date; March 31st 2020 (AN/161/03/20).

Clerk actioned to enter Station Road complaint into the ERYC "my account" system and closely monitor the response.

Action Date; Seven days from receiving action 161 above (AN/162/03/20).

### 9.2. Recent spate of burglaries in Lockington

There have been two incidents reported in Lockington recently (intruders and burglary), both took place on the same day, and in the middle of the day. The Parish Council wanted to publicise this to the wider Lockington community.

Clerk actioned to develop note to go into this month's Gazette

Action Date; 18<sup>th</sup> March 2020 (AN/163/03/20). Action complete.

10. All future Ordinary Parish Council Meetings are suspended until further notice until the Covid 19 outbreak is under control:

11. Annual Meetings in 2020 are suspended until the Covid 19 outbreak is under control:

The meeting closed at 2040hrs.

Issued by;  
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