

# LECONFIELD PARISH COUNCIL

(representing the communities of Arram, Leconfield and Scarborough)

**Minutes of the Parish council meeting held in the Recreation Club on 4<sup>th</sup> October, 2021.**

Present: Parish Councillors Scruton (Chair), Thomas (Vice-Chair), Healy, Breen, Welbourn, Broadhurst, Metcalfe-Thompson, Houltyby. Ward Councillor Beaumont.

Apologies: Councillor Haslam, Ward Councillors Gateshill and Greenwood.

Members of public 7. Declarations of Interest – none.

## MINUTES

Intro.		Apologies for absence + Declarations of Interest.
		Due to the main Hall being used Lecpc felt that due to Covid protocols the 2 smaller meeting rooms were not suitable, the meeting was held on Licenced premises that were kindly made available solely for the meeting and no alcohol was served, nor consumed. Lecpc welcomed Ward Councillor Beaumont who was standing in for the other 2 Ward Councillors.
166/21		Minutes of the meetings held on 6 <sup>th</sup> September, 2021 were agreed and signed by the Chairman as a true record.
		<b>Matters arising:</b>
167/21	S/I	<b>Former Post Office site:</b> Ward Councillor Gateshill had contacted Stephen Hunt (SH), the head of ERYC Planning Department in relation to a request to increase the floor space of the retail unit to 2000 Square feet ground floor area, as a “non-material amendment” to the planning application. SH agreed to take the matter up with Elmfield Estates, as he felt that this more of a variation to the planning application rather than a “non-material amendment”. Clerk to contact Elmfield Estates with an invitation to attend the November meeting.
168/21	S/I A  B  C	<b>Village Hall:</b> <b>External gas boiler</b> - to continue to monitor its performance as the nights gets colder. Clerk has downloaded the user manual for the control panel - copies circulated. Whilst the boiler has now been serviced and repaired the ongoing issue remains with the position of the time control (that incorporates the thermostat pre-set at 15-20 degrees C). As the clock/stat is at the opposite end of the Hall near the draughty corridor it struggles to get to the pre-set temperature, whereas the boiler itself is running up to 5 - 8 degrees higher, causing it to trip out. This was raised some 2/3 years ago with the proposal to move the timer down to the bottom end of the Hall. To leave in place the wiring in conduit and just to run a new wire from the boiler through the outside wall to the new position. An estimate had been obtained at a cost of £123.45 + vat. Agreed to the work being done. <b>External weatherproofing</b> - following the previous agreement to go ahead with the work, Lecpc to agree the exterior colour. Architect survey - no date set <b>Grant applications:</b> to discuss ‘The local connections’ grant application made by Cllr Haslam for £2492.60 has been successful, and must be spent by 30/11/21. Clerk has received notification of the funds being sent to Lecpc bank account. Clerk to show this as a separate item in Budget. Cllr Haslam to organise the grant expenditure and will continue to research any further grant funding, for such areas as the Kitchen flooring etc. <b>Village Hall Start-up Grant</b>

		<p>The balance stands at £309.74, but there will be VAT to reclaim from this grant of £2852.08 (February/March) and this portion of vat will be ring-fenced for Hall expenditure.</p> <p><b>D Stairlift</b> - Clerk has met with the engineer who has confirmed that the chair is correctly installed, but should be parked in a position on approximately the 3<sup>rd</sup> stair level, to avoid it fouling the door when opened. Clerk to organise sign to explain the procedure.</p> <p><b>E Electrics</b> - Arthur Day has been to inspect the electrics to investigate why they are intermittently tripping out, both upstairs and downstairs. Also to replace the faulty 2 floodlights with sensors to make the access to the Hall more safe.</p> <p><b>F Lease query</b> - Cllr Greenwood instigated a response from ERYC regarding the Playing Field Lease. Now that ERYC has explained the complexity of the Lease registration and thanks to the Ward Councillor intervention, ERYC has agreed to help Lecpc to try to achieve belated registration. This will not be easy and there will be costs involved. ERYC has issued a new lease that was signed by the Chair and Vice-Chair. Clerk to return the 2 copies to ERYC. ERYC has further agreed to contact 'Fields in Trust' to recertify the restriction previously registered with Land Registry.</p>
169/21		<p><b>Leconfield Recreation Hub</b> The management Committee is in the process of being set up and once it is created, then the user groups will be contacted and a representative will be requested to form part of the working group. Discussions took place regarding the Hall bookings and the different hourly rates. There had been teething troubles with the handing over of the bookings but in the future it is planned to make the bookings on-line to avoid any confusion.</p>
170/21	A  B	<p><b>Pest Control:</b> Rabbit culling on Playing Field - Clerk has written to Mr Scaum explaining in detail the conditions and protocols that need to be in place before the shooting can take place. Clerk is awaiting a reply.</p> <p>18 Castle Close, Leconfield - following the recommendation by Cllr Greenwood, the Clerk has written to the resident.</p>
171/21		<p><b>Youth Survey</b> The results of the survey have been posted on to the Parish Council website.</p>
172/21	S/I	<p><b>Play equipment -</b> The Clerk has chased up the repair to the picnic table top. Paint has now been acquired to paint the 3 bench seats and the painting will be undertaken at no cost to Lecpc. Clerk is continuing to obtain quotes for the removal of the 4 items that have been agreed, as well as the repair work to a further 4 items. Zip wire - defer until an expert company can be found.</p>
173/21		<p><b>Planning - 1 Riding Hill Cottages, Arram (21/02912/PLF)</b> Single and two-storey extensions Deadline for comments 8.10.21- no observations recorded.</p>
174/21	S/I	<p><b>Budget.</b> Clerk presented an updated Budget and a summary version agreed to be posted on to the website.</p>
175/21	S/I A	<p><b>Allotments</b> <b>Lease</b> - Defer to January 2022 as ERYC considering a 10 year lease. As the lease will be for more than 7 years it too will have to be registered with Land Registry, so we will need guidance from ERYC and there will be costs involved.</p>

	B	<p><b>Amend to tenancy Agreement</b> - Clerk proposed a motion that due to the ongoing waiting list that from today's date any new allocation of plots that would be more than the equivalent of one full plot per household, would be at the discretion of Lecpc and that would be considered on a case by case basis. Any household (currently one) that prior to today's date holds more than 1 full plot, can continue to hold their 1.5 plots. Proposal agreed.</p> <p>Cllrs Houlby and Welbourn to look at amendments to the tenancy agreement prior to reissue in April, 2022.</p>
176/21		<p><b>Playing Field:</b></p> <p>Damage to goal post - hit by ERYC tractor, Ward Councillor Greenwood had raised this issue with ERYC and the posts have been replaced.</p>
177/21	S/I	<p><b>Keep Moat - Castle Farm site</b></p> <p>Clerk has forwarded to the Ward Councillors the concerns raised by residents from the works to date, and highlighted further concern for when the other major utility infrastructures are installed on Main Street in January.</p> <p>Lecpc has requested that the Ward Councillors ask ERYC Highways to ensure that the appropriate road signage is in place, with safe provision for the Zebra Crossing and the temporary bus stops.</p>
178/21		<p><b>Policies:</b></p> <p>Grievance Policy and Complaints procedure have now been posted on the Lecpc website</p> <p>Standing Orders - update is ongoing</p>
179/21		<p><b>Former Play park (Bubble Park)</b></p> <p>Clerk has informed the interested parties with regard to perimeter planting, this is to be discussed with the School and Youth Group.</p> <p>Awaiting response.</p>
180/21		<p><b>Website:</b></p> <p>Planning is ongoing with a further meeting planned in October, with a draft format being ready by the end of October/early November.</p> <p>A profile of each member of Lecpc is planned as well as history of the parish.</p> <p>It is planned that users will be able to make comments on the website but they would need to be monitored first, to ensure that no inappropriate comments are made direct to the site.</p>
181/21	S/I	<p><b>Community Engagement Action</b></p> <p>Re-wilding of several areas - deferred.</p>
182/21		<p><b>Bowls Club</b></p> <p>A site meeting took place with Graham Foote, the Clerk and Cllr Welbourn. Minutes of that meeting were circulated to the Councillors. The Bowls club indicated that they would be asking for grant assistance towards the project from Lecpc, but need to present an application using the Grants Application form, posted on the website.</p>
183/21		<p><b>Millenium Green:</b></p> <p>Railings - painting is well under way. Clerk to organise refitting of the plaques.</p> <p>Awaiting the painting of the sun dial and the replacement lathes to the 2 sets on the grass as well as the hard standing underneath.</p> <p>Clerk has re-instated the brass plaques.</p> <p>Rubber bump stops were agreed to be fitted at the 2 'kissing gates' accessing the MG as these are heavy gates so as to avoid a child trapping their fingers on closing the gates.</p> <p>Clerk to organise.</p> <p>Clerk has contracted the contractor to confirm that the brambles will be cut right back during the Winter 'tidy up'.</p>
184/21	S/I	<p><b>Flood risk/alleviation</b></p> <p>To monitor on an ongoing basis.</p>
185/21		<p><b>Bank account</b></p>

		The Clerk proposed a move to on-line banking. Lecpc agreed the request. If granted Lecpc to decide who needs access to the account for both viewing and action. Safety protocols would need to be in place and the account would need to be monitored. Paper statements would still be required.
186/21		<b>Grant application</b> Whist Club request for £180, deferred from September meeting. An application form was presented and following a lengthy discussion it was put to the 8 members to vote and 7 voted in favour. Clerk to present the cheque payable to the recreation Club.
187/21		<b>Defibrillator</b> The new battery is in place and the pads bought on behalf of the Rec Club have been reimbursed to Lecpc at £43.20. This includes VAT but Lecpc should not reclaim the £7.20 for them.
188/21		<b>Notice Boards</b> - deferred
189/21	A B C	<b>Arram</b> The 2 broken footpath signs have been reported (again) to ERYC, as well as the pot holes at New Arram. The off road hard standing parking proposal near the level crossing - ERYC has confirmed that they will not fund it. Clerk has requested a guide price for the work, based on ERYC doing it to their approved standard. - ERYC has replied to say they do not want to undertake the work and do not want to quote. Recommending private contractors - Clerk to request quotes. Public seat at Arram Green - awaiting costing for new lathes.
190/21		<b>Village Hall car park</b> Cllr Breen stated that a report of cars congregating in the far car park at night with loud music broadcast was a one-off and that it is not practical to lock the entrance gate as the defibrillator needs to be accessed. The large inner gate will not close due to the damaged post, if it were repaired and could close, access would be needed for the Post office, so a rota would be needed as to who would lock/unlock it.
191/21		<b>Car parking - St Catherines Church</b> Clerk has written to the vicar to ask her to mention this during services. Parking is restricted and appreciating that many members are elderly, but pointed out that large vehicles use the road to access Arram. Vicar to mention this.
192/71		<b>MOD</b> - motor racing, Clerk has written to the Colonel
193/21		<b>Correspondance:</b> Lottery Community funds - confirmation of grant funds £2492.60 Countryside Code - new posters Newbald Parish Council - issues regarding ERYC Planning policy. Public Spaces Protection Orders - refer to details circulated Customer and digital communication - ERYC
194/21		<b>Payment of Accounts</b> Cllr Thomas - Zoom subscription £14.39 Clerk Salary - September £160.00 Clerk - Defibrillator battery and pads (Defib warehouse) £312.36 HMRC (Clerk) £40.00 Ashley Briggs - BT hedge + strim culvert £140.00 Arthur Day - Brass nuts/bolts £12.50 Mrs Kate Capes Soft play equipment (from Lottery grant) £90 Flair Office supplies (storage boxes) £49.44 Leconfield Rec Club - grant for Whist Club £180.00 <b>Funds received</b> Leconfield Recreation Club (defibrillator pads) £43.20 Lottery Grant £2492.60

195/21	<p><b>Any other business:</b>  Newbald Parish Council circulated an e mail to several PC's asking them to support their concerns regarding the ERYC planning policies. Lecpc agreed to decline to comment.  Cllr Breen reported that when the footballers mix the line marker chalk with water from the tap, it leaves a mess in a main walkway.  Requested that a quote be obtained from a plumber to install an external tap at the rear of the Hall. It will need to be insulated and lockable.  Clerk to obtain quotes.  Pot hole on entry to Leconfield on A164 has re-appeared, following heavy rain - Clerk to report to ERYC.</p>
196/21	<p><b>Date of next meeting: Monday, 8th November, 2021 - 7.30pm at the Recreation Club, Miles Lane, Leconfield.</b></p>

Attendees will need to follow covid guidelines and face masks may be requested to be worn on entry to the building. When seated, provided social distancing rules are observed, masks can be removed.

The total number of people in the building may be limited to 30. The numbers will be less if in either of the Meeting Rooms.