

Spaldington Parish Council

Minutes – 5th Oct 2020

Zoom Video Conference Call Monday 5th Oct 2020

Any members of the public attending a parish council meeting may be given at the start of the meeting (at the Chairman's discretion) a combined 20 minute slot to speak on any items of concern or interest. After this period the public are welcome to stay for the meeting but cannot speak or offer advice or an opinion.

Minutes - Meeting 5

Zoom meeting opened - 19.30

Present - Councillors R Ashton (Chair), J Hall, D Murphy, E Ward, K Westin

Public - 8

Ward Councillors - 0

Public Discussion

There was a public discussion regarding an Acceptance of Office form.

Meeting opened – 19.48

5.1 Declarations of interest

a) Declaration of Interests

Cllr Hall on 5.10

b) No dispensations received

5.2 Apologies for absence: None received

5.3 Minutes of the Council meetings - Discuss and vote

a) 17th June 2020

Cllr were asked if they had read these.

Propose – Ashton

2nd – Hall

Vote – All agreed

A Cllr raised a query with a set of Minutes but couldn't remember which one. The remaining will be deferred to the November meetings once the query has been resolved.

b) 7th Sept 2020

Cllr Westin asked to be minuted – Within the minutes a cllr said they were going to email the contact details of the GDPR solicitor they had been in touch with at Peninsula, but this was never done.

c) 18th Sept 2020

d) 25th Sept 2020

5.4 Finances

a) Written approval to change the correspondence email address – Discuss and vote

Vote – All agreed

Spaldington Parish Council

Minutes – 5th Oct 2020

5.5 FoI Sub Committee

SPC received a FoI request back in June 2020, within the request there were 12 requests for electronic documents. This request was discussed and voted on in the July meeting and all the documents were sent on the 6th of Aug. The resident then sent a response to the request on the 30th of Aug.

This was included on the agenda in the September meeting and we was discussed and voted on to set up a sub-committee to investigate the 12 points and then the findings and recommendation be brought back to the whole council for discussion and voting on.

a) Sub Committee terms of reference – Discuss and vote
Propose – Westin
2nd – Hall
Vote – All agreed

As Cllr Westin is the Chair of the Sub Committee, Cllr Westin gave an update.

b) Point 1 update and recommendations – Discuss and vote
Point 1 - Failure to complete Declaration of Acceptance of Office of Councillor forms.

The acting clerk contacted ERNLLCA and ERYC who confirmed that the details provided by the resident were correct.

The acting Clerk followed ERYC's advise and followed up with the councillors in question.

ERYC advised that all the named Councillors are Councillors until proven otherwise. Two of the Councillors couldn't provide a signed Acceptance of office. One Councillor posted a copy of theirs through the Chair's door, no other information was provided, just the signed form which was dated within the correct timeframe and was witnessed by a councillor that has since left the Council.

All the details were provided to the sub-committee for review. Unfortunately, as the forms hadn't been completed by two of the Councillors, it meant that their seats were vacant with immediate effect. A private EOM was arranged to update the whole Council, one of the named councillors were present and was given the opportunity to give their thoughts. The outcome was that the Council had to declare the two seats vacant.

c) Point 1 Follow up letter – Discuss and vote
All Cllrs were asked if they hand read the letter.

Propose – Ashton
2nd – Westin
Vote – All agreed

d) Point 2 update and recommendations – Discuss and vote
Point 2. Failure to approve 2018/19 AGAR Sections 1 & 2 at a Parish Council meeting
Having reviewed the agenda and minutes from May 2019, referred to within the resident's response, no records could be found of SPC approving Sections 1 or 2 of the 2018/19 AGAR.

Spaldington Parish Council

Minutes – 5th Oct 2020

It was agreed that the resident was correct in their findings. This needs to be brought to the council for discussion.

Recommendation – In future everything is to be minuted and to follow correct meeting procedures.

Propose – Cllr Westin proposed that the resident was correct

2nd – Ward

Vote - All agreed

e) Point 3 update and recommendations – Discuss and vote

Point 3. Failure to publish 2018/19 AGAR by 1 July 2019 or to include the statutory period of the first 10 working days of July in the period of public rights

The Acting Clerk had investigated this prior to the meeting as a former Councillor had been responsible for updating the website. It was confirmed with receipt of email chains:

15th July - Cllr was asked to update the website and the AGAR Documents only, which were sent via email on the same day.

16th July – the Cllr received an email from the Chair explaining that the Internal Auditor has advised it needed to go onto the website ASAP. Further documents were also email over.

The Cllr asked for scanned documents as the photos that were supplied were not easy to read but they were never sent.

17th July - All the documents were uploaded to the website

However, wasn't showing a few days later. The Cllr contacted ERYC and they confirmed that there had been some updates completed on the site and there had been a glitch where it hadn't saved any amendments that had been made to the website. They were re-uploaded on the 24th July.

A discussion followed and it was agreed that it was late being uploaded onto the website, but not the fault of the Cllr amending the website, and procedures weren't followed.

Propose – Cllr Westin proposed that the resident was correct

2nd – Ward

Vote - All agreed

5.6 Tribunal Bundle

a) Contact resident for the tribunal bundle - Discuss and vote

The resident has confirmed that they will handover the Tribunal Bundle and the Council needs to complete a retention form, but it wasn't supplied. A date hasn't been given then the documents will be handed over.

Cllrs agree that this bundle belongs to the - Council and should be returned.

Propose – Cllr Westin proposed to get the documents back

2nd – Hall

Vote - All agreed

Spaldington Parish Council

Minutes – 5th Oct 2020

5.7 Audit Challenge

- a) Written communication to residents – Discuss and vote

It was decided that due to the level of detail, a newsletter would be put together to update the residents. Cllrs were asked if they had read the newsletter.

Propose – Hall
2nd – Ward
Vote - All agreed

5.8 Monitoring Officer offer – Discuss and vote

Following a complaint to the Standard's board against a cllr, the monitoring office have offered the following:

“In accordance with the Assessment Sub-Committee's decision, the Monitoring Officer would like to offer the Parish Council conciliation/mediation and/or training, in an attempt to allow the Parish Council to move forward constructively for the benefit of the Parish and all parishioners. I would be grateful, therefore, if you could confirm by Friday, 9 October 2020, following consultation with all of your Members, whether the Parish Council is willing to participate in either conciliation/mediation and/or training.”

All Cllrs agreed that it was a good.

Propose – Ashton proposed mediation and/or training
2nd – Ward
Vote - All agreed

5.9 Spaldington Windfarm Fund

- a) Update from Cllr Murphy – Update

Cllr Murphy advised that he has met up with Spaldington Windfarm rep, David Southworth (DS). Has a clearer understanding now and going to meet up again with DS and hopes to have a more constructive meeting.

- b) Chest Fund applications – Discuss and vote

As Mr Southworth advised in the last meeting, the Chest Fund is still open. It was discussed and it was suggested that a request for a new Notice Board and also some planters or something for the village sign.

The chest fund is up to the value of £500 and multiple applications can be submitted. The applications are looked on more favourably if funds are going to be put towards and have the backing of the Council.

Proposed - Cllr Ashton proposed to put a notice on the noticeboard etc for residents input
2nd – Westin
Vote – All agreed

Spaldington Parish Council

Minutes – 5th Oct 2020

5.10 Clerk Employment

Following the advert being posted by ERNLLCA, 3 applications were received, 2 of which are currently performing Clerk roles. The Cllrs were advised to refer to the applicants by candidate 1, 2 etc due to data protection.

- a) Clerk Applications - Discuss and vote

Cllr Hall abstained due to an interest in an applicant

A discussion took place and it was agreed to invite all applicants for interview

Proposed - Ashton

2nd – Westin

Vote – All agreed

- b) Interview process – Discuss and vote

Cllr Murphy was asked to lead on the interview process.

Proposed - Ashton

2nd – Hall

Vote – All agreed

- c) Next steps – Discuss and vote

Proposed to have an informal meeting to discuss the interview process

Proposed - Ashton

2nd – Hall

Vote – All agreed

5.11 Face to Face meetings - Update

We were asked in the previous meeting if we could go back to face to face meeting at Fir Tree Church. Due to the changes to the government Guidelines again, we are unable to meet face to face.

5.12 Plans for the future

- a) Christmas Tree - Discuss and vote

The Ashton family have agreed to supply a Christmas tree for the children in the village. The landowner has confirmed that we can use the land. A landowner has also confirmed they are happy to supply a couple of trees as well.

Salko have confirmed they are happy to install and put up the lights.

A Cllr is going to speak with a resident about cutting the grass ahead of the installation.

Proposed - Hall

2nd – Ashton

Vote – All agreed

Spaldington Parish Council

Minutes – 5th Oct 2020

b) Village events – Discuss and vote

Its very difficult to arrange any planned events with the government guidelines changing. Should we schedule some for 2021. It was discussed and agreed that will wait till the Covid situation to change.

Proposed - Ashton

2nd – Ward

Vote – All agreed

c) Ideas for the use of the phonebox – Discuss and vote

SPC now own the Phone box on main street. It's in need of some TLC! A cllr has some paint and is happy to paint the phonebox.

Proposed – Westin to put a notice on the noticeboard and get residents input

2nd – Ashton

Vote – All agreed

5.13 Dumped rubbish on Willitof Road – Discuss and vote

It was discussed that the clerk to contact ER to get the rubbish removed and to put the contact details on the website for other residents to report also.

Proposed – Westin

2nd - Ward

Vote – All agreed

Cllr Murphy's zoom frozen.

5.14 Fol request – Discuss and vote

- On the 21st Sept a Cllr asked for the correspondence about returning the Bus Shelter grant from ER.

This was sent in an email on the 12th of Aug as an attachment. The former Cllr replied to said email so suggests that it was received and they have the details.

It was decided that no further action was required.

Proposed – Ashton

2nd – Hall

Vote – All agreed

Cllr Murphy returned to the meeting.

- On the 1st of Oct – A resident asked for a copy of Cllr Ward's acceptance of office form

It was discussed and was thought that due to GDPR that signatures would need to be blanked out and get information from ERNLLCA and ER and then follow there advise

Proposed – Ashton

2nd – Ward

Vote – All agreed

Spaldington Parish Council

Minutes – 5th Oct 2020

5.15 Correspondence to receive

- **Forgot to put this on the Finance section – the 2nd part of the precept has been paid**
- **Mr and Mrs Dimmack’s planning application is going to committee on the 13th of Oct.**
- **Traffic Survey update**

There has been a volume of Correspondence to ER regarding the traffic surveys.

Previously we understand that Parish Councils chose the sites for the location of traffic equipment, thereby taking upon themselves the responsibility for the compliance of the sites as well as the quality of the data. This resulted in poor quality data being collected in many instances, and sites not qualifying for the support they needed.

The Council is focused on obtaining the very best results for stakeholders, and are working closely with Safer Roads Humber as well as other departments across the Council. Responsibility for the location of the equipment has been taken back into the Traffic Management department. This means that the data may not be collected from exactly the same location as previously, or exactly where Parishes have requested

The processing of the data will be carried out in order based on the following criteria.

1. High speed related collision history
2. Police concern sites
3. Mean speed of 10 MPH, or more, over the existing speed limit
4. Other sites based on traffic volume

We are aiming to process all data, from this batch by the end of December 2020.

- **East Riding Covid update**

Recently there has been an update sent at the request of Cllr Richard Burton, Chief Executive Caroline Lacey and Director of Public Health Andy Kingdom.

It’s a lengthy document along with some attachments so I am going to put the detail on our website so that all residents can access this along with the attachments.

- **Hotham and Turner Fund**

The Spaldington Trustee has emailed to advise that it’s time for them to be re confirmed but the Parish Council. Personally, I wasn’t aware of this trust and I have lived in the Village for over 30 years. Thankfully the Trustee provided some background.

The Trust is an amalgamation of earlier historical charities based around Bubwith The income from these charities was, and still is, derived from agricultural land rented by local farmers. The Trustees meets annually in December and confidentially discuss possible recipients.

The Trustees, who represent the local villages, need not be Parish Councillors and although their appointments are confirmed by the Parish Council they are not delegates of the respective Parish Councils but are representatives of the villages. They do not take instruction from the Parish Councils but welcome confidential recommendations for receipt of a voucher.

As we can only discuss items of correspondence and not vote I will put this on the November Agenda.

Spaldington Parish Council

Minutes – 5th Oct 2020

5.16 Vote to exclude the public due to confidentiality

Proposed – Ashton

2nd – Westin

Vote – All agreed

- a) Alleged vexatious complaints – Discuss and vote

A discussion was held, and a letter will be sent.

5.17 Date of next meeting 2nd Nov 2020

Meeting closed at 21.00