

# Spaldington Parish Council

## Minutes – 7<sup>th</sup> Sept 2020

### Zoom Video Conference Call Monday 7<sup>th</sup> Sept 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 4

**Zoom meeting opened - 19.30**

**Present** - Councillors R Ashton (Chair), C Bradley, J Hall, D Murphy, M Lunn, K Westin

**Public** - 6

**Ward Councillors** - 0

#### **Public Discussion**

Mr Dimmack joined the meeting to answer any questions regarding his planning application. There was

**Meeting opened – 19.36**

#### **4.1 Declarations of interest**

a) Declarations of interests received

Cllr Hall Non peculiar Interest to 4.6a as lives near by  
Informal meeting was held at Mr Dimmack's planning site

b) No dispensations received

#### **4.2 Apologies for absence**

E Ward

#### **4.3 Minutes of the Council meetings - Discuss and vote**

a) 17<sup>th</sup> of June 2020

In the meeting on the 3<sup>rd</sup> of Aug, the vote was a minority so wasn't approved. These minutes haven't been updated by the former clerk. The acting clerk will write a new set of minutes from the notes taken.

b) 3<sup>rd</sup> of Aug 2020

Cllr Lunn asked for this minuted – Can't approve these as they are selectively biased and not following procedures. Vexatious items should not have been discussed with councillors in an attempt to resolve before disclosure to the public. Conclusion of decisions are incorrect.

Propose – Westin

2<sup>nd</sup> – Hall

Vote - Majority

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### 4.4 Finances

#### a) Bank account and signatories

The new signatures are now live and active

Update from Cllr Hall on the bank account:

- Spoke to the bank regarding the security of statements being sent to a resident. The bank advised it's not recommended but there is only the sort code and account number
- Statement date has been changed to the 1<sup>st</sup> of the month
- Need written approval to change the email address for written correspondence
- Bank Mandates for the Fol request have been posted out to the clerk but could be delayed due to covid.

#### b) Bank Statements – review and discuss

All councillors had been sent the statements and there were no questions.

#### c) Invoices

Now that the signatures are live, the invoices that were approved at the previous meeting, have been paid and the Bus Shelter grant has been returned as well.

Chq No	Payee	Details	Net	VAT	Gross	Budget line
100065	BK Brooks	Internal Audit	£250.00	£0.00	£250.00	Audit Fee
100062	ERNLLCA	Annual Subscription	£169.30	£0.00	£169.30	ERNLLCA
100063	C Bradley	Postage	£8.40	£0.00	£8.40	Office Supplies
100064	ACS	Website update	£25.00	£5.00	£30.00	Website
100064	ACS	Website update	£25.00	£5.00	£30.00	Website
100066	ERYC	Return of Windfarm grant	£3200.00	£0.00	£3200.00	

### 4.5 Freedom of Information request – Discuss and vote

#### a) Documentation sent for the Fol request – Update

Following the vote to send the details to the resident all have been satisfied apart from one, which is the bank mandates, the resident is aware of this.

#### b) Response from the resident – Discuss and vote

Following the resident receiving all the documentation for the Freedom of Information request, the resident has asked for:

- banking instructions from January 2018 until April 2020 – this is extended timeframe from the original request as it was March 19 to April 2020

and

- a copy of the 2019/2020 Internal Auditor's detailed report and covering letter

Propose – Westin

2<sup>nd</sup> – Hall

Vote – All agreed

Having reviewed all the documents requested in the Fol request. The resident has replied with an outline of their findings and would like a response following this meeting.

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A discussion was had with setting up a Sub Committee of at least 3 members to investigate the items listed in the letter and bring the findings back to the full council. It was also discussed to just have an EOM so as not to exclude some of the councillors due to the knowledge that some of the councillors will have.

A councillor felt that most of the points raised had been previously answered and that it was due to having 3 different clerks in 1 year that didn't help. It was advised that was the Clerk issue was from the previous financial year, not the financial year of 2019/2020. It was advised that solicitors advised to not put some details in the minutes which was checked by SPC solicitors and the residents solicitors as well.

It was discussed that the named councillors shouldn't be part of the sub committee, it would be better that they did not sit on the investigative committee to protect them and the council from any further repercussions. Then the Council is seen to be acting with impartiality when carrying out the investigation.

The committee was being set up solely for the purpose of investigating the resident response to the Freedom of Information request. Following the investigation, will be brought to the full Council to update and vote. Once this investigation is closed there should be no need for this particular committee to meet again.

Cllr Ashton proposed to set up a sub committee and terms discussed.  
Sub committee members: Cllr Ashton, Hall, Murphy and Westin

2<sup>nd</sup> – Westin  
Vote – Majority

### 4.6 Planning

Item no	Ref no	Discuss and Vote
a	20/00923/PLF - Land South Of Rochester House Main Street  Erection of a detached dwelling with associated access and works (Resubmission of 18/03886/PLF)	<p>Cllr Ashton asked for this minuted - Cllr Bradley has already made her decision and shared this over email with another resident that she has no objections to the planning at Mr Dimmack's. Cllr Bradley isn't able to vote on this matter as a decision has already been made before the Parish Council meeting.</p> <p>There was a discussion held about the above.</p> <p>Mr Dimmack invited SPC to attend an informal site meeting.</p> <ul style="list-style-type: none"> <li>- There was some concerns about the drainage but this appears to have been address on his planning application</li> <li>- There will be no trees removed</li> <li>- There is no intention to build another property on the same plot.</li> </ul> <p>A resident enquired with a councillor if this was outside of the building land. It was advised that it would be ERYC that would have to advise this.</p> <p>Council Westin proposed to approve the planning</p>

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		2 <sup>nd</sup> – Hall Vote – Majority
b	20/02488/PLF - Sandwood House, Spaldington Road  Change of use of two parcels of land to (i) domestic garden and (ii) private horse grazing and equestrian facilities	A councillor advised they had spoken to the resident and they advised that planning was more in case the property was ever to be sold and in case an outdoor arena was ever wanted in the future it would make the planning application easier.  Proposed to approve – Ashton 2 <sup>nd</sup> – Hall Vote – All agreed
c	20/02686/TPO- The Lodge, Willitoft Road  Installation of preventative root barrier between the dwelling and Oak tree	A discussion was held and councillors had no objections.  Proposed to approve – Ashton 2 <sup>nd</sup> Westin Vote – All agreed

#### 4.7 Spaldington Windfarm Fund

##### a) Bus shelter grant monies – Update

The monies has been returned

##### b) Newsletter – Discus and Vote

A discussion was held and a councillor said the residents wanted an update on the Audit Challenges. It was advised that the Audit Challenge will be put on the Oct agenda for update and a newsletter will follow this.

The Windfarm Newsletter was due to some complaints that had been raised but with no names so they couldn't be contacted to give them the details.

A councillor advised that the majority of residents didn't want the Bus Shelter, it was a handful of residents and it had been explained to them and it wasn't a complaint it was more a disappointment that the money had to be returned.

It was explained that Spaldington's rep can't make the applications on his own, he sits on the committee to review all the applications that are made.

Councillor Murphy has advised that he would like to be part of this and work with David Southworth and other residents and come up with a strategy of future applications.

#### Meeting stopped at 20.18

David Southworth gave an update on the latest Windfarm committee meeting. Initially the fund was over subscribed but after the applications were reviewed and some were not pasted, there was some funding left over. This has been moved over to the small projects fund (Chest Fund) as this has more funds left in it, this fund has been left open and applications can still be sent in.

It was made clear that because Spaldington haven't had any funding from the Windfarm since it's inception, that priority will be given to Spaldington this year.

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David Southworth has advised that he would happily work with Dean to come up with some projects. East Riding can run a survey through the Facebook page to find out what residents would really like.

David asked Cllr Ashton to pass along his contact details to Cllr Murphy.

### **Meeting re opened at 20.21**

It was advised that the Chest Fund is a much easier application to complete and not as much information is required.

Cllr Ashton proposed to send the newsletter and that David Southworth and Cllr Murphy to work together on future applications

Proposed – Ashton

2<sup>nd</sup> - Westin

Vote – All agreed

c) Ideas for future application – Discuss and vote  
Discussed in the above point

### **4.8 Personal committee – Discuss and Vote**

Currently there are 3 Cllrs on the Personnel Committee.

ERNLLCA was contacted for some information, which was forward to you all councillors prior to the meeting. It states that there is no specific requirement for the Council to have a sub committee to deal with HR matters.

A councillor advised a committee is only required is the council employ people.

Cllr Ashton proposed that the Personal committee is cancelled.

2<sup>nd</sup> – Hall

Vote – All agreed

### **4.9 Tribunal Bundle**

- a) Action from meeting on 3<sup>rd</sup> Aug – Cllr Bradley to find out if the Court has a copy of the Tribunal Bundle.

It was advised in an email prior to the meeting that the court destroys the documents.

- b) Cost for a new printed bundle – Discuss and Vote

I was asked by a Cllrs to find out if we could obtain a new printed bundle and how much this would cost.

Peninsula have advised that it's 12p a page and there are 1363 pages which would be a total of £163.56.

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### c) Handover of existing bundle - Discuss and Vote

A councillor advised that they had spoke to the Data Protection department and they advised that the bundle could be destroyed after the Tribunal as there was electronic copies but a councillors had asked that they be kept for a year in case of a return to court.

The GDPR department have give clear instructions but have not put this in an email. A councillor asked for evidence of these instructions.

Cllr Ashton wanted it minuting that Cllr Bradley wouldn't hand over the Tribunal Bundle

Cllr Bradley wanted it minuting that she was acting on advice from the GDPR department.

Cllr Ashton proposed to be given the contact details of the person that had been contacted in the GDPR department to follow up on the advice given as we needed it in writing.

2<sup>nd</sup> – Westin

Vote - Majority

### **4.10 Clerk Employment**

#### a) Clerk advert and application documentation – Discuss and vote

The advert, job spec, job description and application was sent to councillors for review ahead of this meeting. It was discussed that the advert would go to ERNLLCA and Goole Times which was voted on in the pervious meeting.

The pay is just a guideline that ERNLLCA advised but it's our decision if we think that is a little low. The acting clerks is currently doing more than 2-3 hours a week on this so I am not sure if that is realistic as well, especially if the successful applicate is not currently a Clerk.

It was suggested that the council could pay for the qualifications but if they leave in a certain time frame they would have to return the money.

It was decided to increase the hours to 5 hours a week and meetings on top of this.

Proposed – Ashton

2<sup>nd</sup> – Bradley

Vote – All agreed

### **4.11 Gov.uk email address - Discuss and Vote**

The company that provide the SPC website domain name can offer gov.uk email addresses and the cost for this is £6.99 + vat per month or £76.99 + vat per year so we get 12 months for the cost of 11.

This includes:

allow up to 25 mailboxes

allows up to 1GB disk space to be shared between mail storage and website

Proposed – Bradley

2<sup>nd</sup> – Lunn

Vote – All agreed

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### **4.12 Resident requested that everyone attending the meetings should make themselves known – Discuss and Vote**

This item is deferred until next month's meeting due to waiting for information from ERNLLCA

A councillor advised that a number of local councils are starting to hold face to face meetings again and wondered if SPC would be considering it. A discussion was held, and most councillors felt it was still a bit of a risk but the acting Clerk would contact Fir Tree Church and enquire if they would be willing. This will be put on the agenda for Oct to discuss.

### **4.13 Education fund – Discuss and Vote**

Ward Cllr Aitken has let me know that Ward Cllr Wilkinson has all the details on this and would like to pass this back to the village.

The Ward Cllrs were asked to step in when the previous trustees were no longer able to continue in the role. The Ward Cllrs are going to arrange a meeting to arrange handing it over to the Parish.

Cllr Ashton proposed that a meeting should be arranged to discuss handing the fund back to the parish

2<sup>nd</sup> – Hall

Vote – All agreed

### **4.14 New content legislation for website – Update**

All public sector websites will need to meet accessibility standards by September 23<sup>rd</sup> 2020.

Having spoken to ERYC and Jupiter Web Solutions, some minor tweaks have been made and now it appears that the website meets the new regulations. Just waiting for ERYC to come back on one of the errors as it's their responsibility due to the style sheet.

### **4.15 Flooding on Willtoft Road (Cllr Murphy) – Discuss and Vote**

Handed over to Cllr Murphy

Cllr Murphy raised that the entrance onto Main Street, road and path, were under water for most of 2019 and wondered if anything has been done about this.

It was decided that a letter should be sent to Highways and ask if there is anything that can be done about it.

Proposed – Ashton

2<sup>nd</sup> – Westin

Vote – All agreed

### **4.16 Correspondence to receive**

- **Airmyn Parish Council** are holding a Macmillan Cancer Event on Wednesday 23<sup>rd</sup> Sept at the Waterwheel Howden from 2pm. The tickets are £10 each. I have been sent a poster which I will put up on the notice board.

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- **Traffic Survey** – There is going to be a traffic survey W/C 28<sup>th</sup> of September, all I have been told is the location is Spaldington. I have been sent some FAQs if anyone has any questions.
- **The defibrillator pads and battery** I have been made aware that they only last 4 year! We need to check the expiry date on ours. Would a cllrs on Main Street mind checking the expiry dates and reporting back please?

Cllr Hall will check and confirm this back to the council.

#### **4.17 Vote to exclude the public due to confidentiality**

- a)** Alleged vexatious complaints – Discuss and vote

A discussion was held and will be reviewed again next month.

#### **4.18 Date of next meeting 5<sup>th</sup> Oct 2020**

**Meeting closed 21.27**