

East Donyland Parish Council
Full Parish Council Meeting – 11th February 2021
Zoom starting 7.00pm.

MINUTES

Present; Cllrs Helliwell, Appleyard, Brett, Clay, Crouchman, Guy, Myers & Pettitt, Clerk E Nelson-Hayes, 4 members of the public.

The Chair thanked everyone for logging on to Zoom, hope everyone is enjoying the weather. Last month it was agreed that the maintenance for the new Heath Rd Garden will need to come in under £1500 annually. This has been achieved speaking to our green contractor. Work was due to start but has been postponed due to the snow and will resume as soon as it has thawed. The new owners of Battleswick Farm have reached out and are keen to get involved with the village & create a good relationship with the parish council they have offered the use of a field for parking when there are village events such as the regatta.

- 114/20 To receive and accept apologies and to note absences;** None.
- 115/20 To minute pecuniary & non-pecuniary interests of members relating to items on the agenda:** PI for Cllr Brett 119/20
- 116/20 To approve the minutes of the meeting held on 14th January 2021 (*attached*):** RH proposed to minutes to be correct & NC 2nd – all agreed.
- 117/20 Have your say! The Chairman will allocate a max.15 minutes to ask members of the public to speak (max. 3 minutes each) on any matters relevant to parish business:**
The council was thanked for spending the time talking to the group who are interested in the new MUGA project. The meeting was considered a success and some members of the group are at this meeting if anyone has any questions.
The salt bin at the top of the turning circle needs a top up, there is litter in other salt bins. Would the council consider asking for a nominated person to help with the salt distribution on the new development? It was noted at 1.5tn of salt has been used so far this season. To put in the Friday catch up, a volunteer on the wharf – *Action the Clerk*
- 118/20 To receive and note reports from:**
- i) **County Councillor Kevin Bentley;** Junction at the Walnut Tree, Cllr Bentley has applied to Highways to look into having a roundabout installed, other solutions are still being looked at also. ECC Sonya is waiting for a decision on the design of gates to be installed at the top of Rowhedge Rd for the 20mph initiative, a nudge as the Council is unsure if they have received the designs for this. – *Action KB*
If the Council has salt, do put it in the bins, whichever ones need it regardless of ownership, it will be quicker and easier than waiting for ECC to top them up. The gritters are out 3 times a night along the main routes as well as entrances to Covid-19 vaccine & test centres. Tending took the brunt of the weather. The temperature will plummet to -8 tonight.
Pothole season, the men are carrying on work – weather permitting, all work in the village carries on & Hillview Close is imminent. If you see a pothole, report it. – add to the Friday catch up – *Action the Clerk.*
Covid-19 update, this is a rapidly changing situation. Infection rates are coming down, pressure is reducing on the NHS & the death rate is dropping. If we know of anyone over 70 or 80 who has not had a vaccination, ask them to get in touch with their GP add to Friday catch up – *Action the Clerk*, the next phase will be 65's and above.
- ii) **Borough Councillors Mike Lilley & Lee Scordis:** not in attendance.
- iii) **The Clerk:** Noted.
- 119/20 To agree the payments list already checked by Cllrs Appleyard & Helliwell (*refer attached*):** JB muted & video switched off, RH proposed the payments list to be correct. NC 2nd – all agreed JB returned to the meeting – *Action the Clerk*

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- 120/20** To note the draft minutes from the Finance & Personnel on 14th January; The Clerk to attend cemetery management training. Jan Stobart has been appointed auditor.
- 121/20** To receive an update on the riverside path closure and, if warranted, to agree a course of action for EDPC. Ward Councillor Mike Lilley is looking at this issue in detail, hope to receive a written report specifically mentioning a possible alternative route for the path.
- 122/20** To receive an update on the elections in May from CBC; The Clerk emailed CBC and asked if they would be going ahead this year, they are. Each Councillor that decides to stand will be nominated; the process of elections will be sent out by the Clerk – *Action the Clerk.*
- 123/20** To consider the annual review of the council’s policies and procedures and agree updates and amendments (*refer attached summary, policies circulated to council separately*): One update, the IT Policy; added item. *All Councillors are expected to access their dedicated Cllr email accounts on a regular basis & respond to information requests, queries and tasks from the Clerk as soon as is convenient.* Although hard to quantify what is “regular” AA proposed to add “at least on a weekly basis” IG 2nd – all agreed. No further changes to the policies. – *Action the Clerk*
- 124/20** To receive an update on the MUGA after a recent informal meeting discussing ideas for the improvement of the recreation ground. It was noted that there is keen interest from the council on leaving the existing MUGA and creating a new one next door, closer to the trees as the Council are aware that a lot of money has already been spent creating the MUGA already there. There is some concern about work near the memorial trees, there are TPO’s on the trees and do not wish to damage the root system, also falling leaves on to the sports surface, who would be clearing this? The Council are happy to bring this to borough council level and for the group to bring it back to the full council to discuss once more info regarding the trees has been found. It would be ideal to move the new MUGA to protect the previous investment. There are problems with the surface of the MUGA in situ, DC explained the problem how it has been “fixed” more than once unsatisfactorily. Will research quotes to resurface – *Action DC.* It was noted that it is important to speak to the village to find out what they would like to see on the recreation ground.
- 125/20** To receive an update from Councillor Helliwell on S106 funding. RH has spoken to Ward Councillor Mike Lilley and CBC representative, Yana Saxby, about using the S106 Funds to improve the footpath on the recreation ground. They have now agreed that Path widening should be a legitimate use of S106 funding.

There are two sets of S106 funding, one of £285K and one of £20K. the £285K was originally for purchase of allotment land, building climbing rocks, purchase of canoe racks and for improvement of the recreation ground. If we try and change the use of these funds to support other projects, there is a risk that the Developer may try and reclaim some of the funding. The second set of S106, £20K (from the secondary development area around the Pump House) is currently allocated only for allotment purchases. RH would like to obtain a deed of variation for these funds as they are already unusable and leave the initial £285K as is. Need to identify how funds are to be used in the recreation ground.

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RH to continue dialogue with CBC to put in a request for a deed of variation for the £20K as this is set aside for a project EDPC did not request. Noted that CBC may incur legal costs of up to £5K for a deed of variation.

- 126/20 To discuss the proposed path widening in the recreation ground, to discuss the quotes received & agree a way forward, subject to S106 funding being available.** The path widening on the recreation ground is covered by Section 106 money. There hardstanding outside the school would be tarmac not matting. The spec used for all 3 companies was the same, reused from the first company approached. The work would include fixing the path flooding near the Church Hill entrance, smoothing the entrance path into the recreation ground from Colne Rise & line painting in the car park. Questions for the contractors, how would there be access to the many entrances of the recreation ground, how will residents be disrupted by the work, when will the work take place and how would it affect the school entrance, how will the area be fenced off, will it affect the pitches, will there be big machinery, what are the implications for the availability of the gym equipment. Need a breakdown of the method & timescale from the contractors. The 3 quotes from Company A, B & C were looked at in fine detail. RH proposed to raise sufficient funds from S106 with CBC to complete the widening of the footpath on the recreation ground, accepting the quote from Company A circulated for £22,233.48 subject to the questions being satisfactorily answered, NC 2nd – all agreed. – *Action DC & RH*
- 127/20 To discuss a possible plan & budget for planting on the turning circle with help from residents.** The residents who wish to replant the turning circle have vast experience and knowledge of plants & landscaping. There would be no maintenance costs or labour costs as the residents will be doing the work themselves. Exact costs are hard to pin down but won't exceed £2000. There won't be a quick fix of planting, it will evolve over time. There will be shallow rooted trees, bamboo grasses & perennials so there is interest throughout the year. The sunflowers took 2 hrs to plant on the area last year, a time frame would be helpful for the council. Speak to Mike Lilley about adopting the turning circle as we have done for Heath Rd – *Action the Clerk.* The plan is for the whole of the bus turning circle to be planted and predominantly the work will be done & full responsibility of the upkeep of the area will be with the 2 residents Richard & Mark with possible help from neighbours. Need to speak to ECC about the missing chevrons on the turning circle, do they need replacing? – *Action the Clerk* The maintenance would be mostly pruning, most of the planting will be self-sustaining. To submit a plan and include costs up to a maximum of £2000. There would be some mirroring of Heath Rd planting to keep the continuity. – to liaise with TG – *Action TG*
- 128/20 To deal with matters arising from the previous Council minutes not dealt with elsewhere in this agenda (refer attached Action List):** Noted, the action list is now on google drive, a live document that can be updated by councillors as their actions are completed. – *Action the Clerk*

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129/20 To discuss planning applications and note decision papers as listed (refer attached):

- i) Planning Application 210119, 35 High St; Proposed rear extension & front porch RH proposed no comment, NC 2nd – all agreed. – *Action the Clerk*

The Chairman thanked everyone for attending

The meeting closed at 8.46pm

Agreed as a true record.

Signed: Date:
Chairman