

LAXTON PARISH COUNCIL

www.laxtonpc.org.uk

Clerk: Alan Bravey, 3 Ruskin Way, Brough, East Riding of Yorkshire, HU15 1GW
Telephone: 07932 016856 Email: laxtonpc@btinternet.com

20/10/2018

To: All Members of the Council

You are summoned to attend the Annual General Meeting of **Laxton Parish Council** that will be held at the Village Hall, Station Road, Laxton, DN14 7TW at 7pm on **Wednesday 24 October 2018**, to transact the business set out below. Members of the public and press are welcome to attend and may address the Council during the public participation section.

Yours sincerely



Clerk to the Council

A G E N D A

- 1) To receive apologies for absence
- 2) To record declarations of interest by any member of the council in respect of the agenda items below.
- 3) To receive and sign the Minutes of the Parish Council Meeting, held on Wednesday, 26 September, 2018 as a true and correct record
- 4) Public Participation - to temporarily suspend the meeting in order to To receive any other questions from the public.
- 5) To agree to reconvene the meeting following temporary suspension.
- 6) To receive an update from Ward Councillors
- 7) To discuss the following correspondence:
 - ERYC, Invite to Parish Transport Champion Meeting
 - O&HDB, Consultation on Definitive Maintenance Plan
 - ERNLCCA, Newsletter
 - Resident, Noise complaint
 - Resident, Comment about safety on railway
 - ERYC, Road closure route for level crossing works
 - ERYC, Anti Social Behaviour Information

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- East Riding Rural Partnership, meeting invite
 - ERYC, Update on Car Parking at Church Close
 - York Fringe Review, Offer of touring play
 - ERYC, Hedge Cutting Skelton
 - ERYC, Traffic Management
 - ERYC, Dead Tree on Back Street to be addressed
-
- 8) To consider planning application for change of use from bedrooms to hotel at Saltmarshe Hall
 - 9) To consider activities for the Battles Over commemorations
 - 10) To receive an update from the Clerk on Common Land Register
 - 11) To consider a grant application from the Laxton Victory Hall Committee
 - 12) To receive an update on www.lovelaxton.co.uk web address
 - 13) To comment on the O&HDB Definitive Maintenance Plan
 - 14) To receive an update from Councillor Bray on the Pumping Station opening
 - 15) To discuss highways, dykes and drains
 - 16) To approve the schedule of accounts for payment
 - 17) To receive notice for items for inclusion on the 5th December 2018 meeting.

LAXTON PARISH COUNCIL

7.00pm 26 September 2018

PRESENT: Councillors Bray, Collins, Moore, Newton, Sweeting and Yarrow.

Ward Councillors: Councillor Bayram

Clerk: Alan Bravey

Apologies were received from Councillor Goulden.

The Parish Council met at Victory Hall, Laxton.

There were 3 members of the public present for the public forum.

115/18 - **DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS** – There were no declarations.

116/18 – **TEMPORARILY SUSPEND THE MEETING TO ALLOW PUBLIC FORUM– Resolved** – to temporarily suspend the meeting to allow for a public forum.

During the public forum, Network Rail provided an update on the signal automation project, which was due to be completed by February 2019. The level crossing would be closed from the final train on the 23/11/18 and the first train on the 26/11/18 and then again on the 30/11/18 – 3/12/18. Following previous traffic management issues, an alternative diversion route had been agreed using Skelton and Gilbertyke.

Saltmarshe Hall provided an update on the building work at the Hall and offered an opportunity for residents to visit the gardens and take part in activities. Local Saltmarshe residents expressed concern that fireworks used events were too loud and that music from events was disrupting local life every Friday and Saturday. Residents were encouraged to contact the General Manager at the time of the disruption with any concerns. Saltmarshe Hall agreed to investigate low noise level fireworks.

117/18 – **RECONVENE THE MEETING FOLLOWING THE PUBLIC FORUM – Resolved** - to reconvene the meeting following the public forum.

118/18 - **MINUTES OF PREVIOUS MEETING – Resolved** – That the minutes should be accepted as a correct record and signed by the Chair.

119/18 - **CLERK UPDATE** – The Clerk advised that there had been two expressions of interest in the walking group, and two to the proposed village lottery.

120/18 - **WARD COUNCILLOR UPDATE** – Councillor Bayram provided an update from the Ouse and Humber Drainage Board on the pumping station works. The pump had not yet been commissioned due to insufficient water in the system. The Board were

investigating whether the Laxton Drain had been over dug, preventing water draining into the new system. It was noted that vegetation needed to be cut back at the Laxton and the Eastrington culverts. It was agreed to invite the Drainage Board to a future meeting to discuss.

121/18 - **CORRESPONDENCE - Resolved** – (a) that the following correspondence should be received by the Council:

- i. ERYC, Neighbourhood Watch Newsletter
- ii. ENRLCCA, GDPR Consent Form
- iii. Allotment Tenant, Notice to Quit
- iv. ERYC, Bridle Way Bridge Update
- v. Humberside Police, Aug & Sept Newsletters
- vi. ERYC, Flood Survey
- vii. ERNLLCA, Details of AGM
- viii. ERNLLCA, Re next East Riding West District Committee – 17 October
- ix. ERNLLCA, 2018 Conference Details
- x. ENRLCCA, August Newsletter
- xi. ERYC, Approval of Planning – Two Storey Extension and external and internal alterations, Saltmarshe Hall
- xii. Police and Crime Commissioner, Invitation to attend meeting with PCC
- xiii. Security Camera Commissioner, Parish Councils CCTV duties
- xiv. Humberside Police, September Newsletter

b) that Councillor Bray would attend the PCC meeting c) that any Councillor's interested in attending the ERNLLCA conference should notify the Clerk and d) that the Parish Council would not routinely attend the ERNLLCA District Committees.

122/18 - **PLANNING APPLICATION FOR EXTERNAL AND INTERNAL ALTERATIONS TO GARAGE TO ALLOW USE AS A DWELLING, LAXTON GARAGE, FRONT STREET - Resolved** – That the Parish Council had no objections to the application, but that clarity would be sought on the implications of contamination land.

123/18 – **STREET LIGHT ON PRIVATE ROAD NEAR METHAM COTTAGES** – East Riding of Yorkshire Council had advised of an old street light near to Metham Cottages, which was no longer functioning and was in very poor condition. It was suspected that the light may have been previously adopted by ERYC or the Parish Council in the past.

Resolved – (i) that the Parish Council would not seek to adopt a street light on a private road (ii) that the light would be referred to the Drainage Board in case it was installed for maintenance purposes.

124/18 - **DOG FOULING** – Further complaints had been received about dog fouling in the village. The Council discussed further steps that might be taken, including additional information leaflets, but felt that further public information was unlikely to have the desired effect if all the other messages had failed to do so.

Resolved – That the ERYC Dog Wardens be requested to carry out further patrols in Laxton.

125/18 – **ALLOTMENT FENCE POSTS – Resolved** – that replacement posts should be bought for those damaged during the drain works.

126/18 – **HIGHWAYS, DYKES AND DRAINS** – Councillor Collins XXX

Resolved – i) ERYC would be requested to cut hedges on Broad Lane, Skelton, ii) that ERYC Housing be asked to consider options for alleviating parking on Church Close, iii) that a permanent no speeding sign should be requested to replace the homemade sign at Skelton and iv) that the dead tree outside of 3 Back Street would be reported to ERYC

127/18 - **PUBLIC RIGHTS OF WAY UPDATE** – East Riding of Yorkshire Council had advised that they would be able to improve the signage near to Carr Lane but the works relied on small teams and volunteers so the date could not be confirmed.

Resolved- That the Parish Council would receive the update and monitor progress.

128/18 – **LOVE LAXTON WEBSITE - Resolved** – To defer the agenda item to the next meeting.

129/18 – **AUGUST BANK RECONCILLATION AND BUDGET MONITORING – Resolved** – That the Parish Council would receive the update.

130/18 **ACCOUNTS FOR PAYMENT – Resolved** – That cheques should be signed to pay the following accounts:

- i. Clerk - August Salary - £89.46
- ii. PAYE August - £60.00
- iii. Clerk - September Salary - £89.86
- iv. Clerk - September PAYE - £59.60
- v. ERYC - Payment for Litter Bin- £452.59

131/18 **ITEMS FOR NEXT AGENDA – Resolved** – (i) that that 28 November meeting should be rearranged to 5 December 2018 and (ii) an update request from Yorkshire Water on the rising main replacement would be requested for the next meeting.

SIGNED:

DATE:

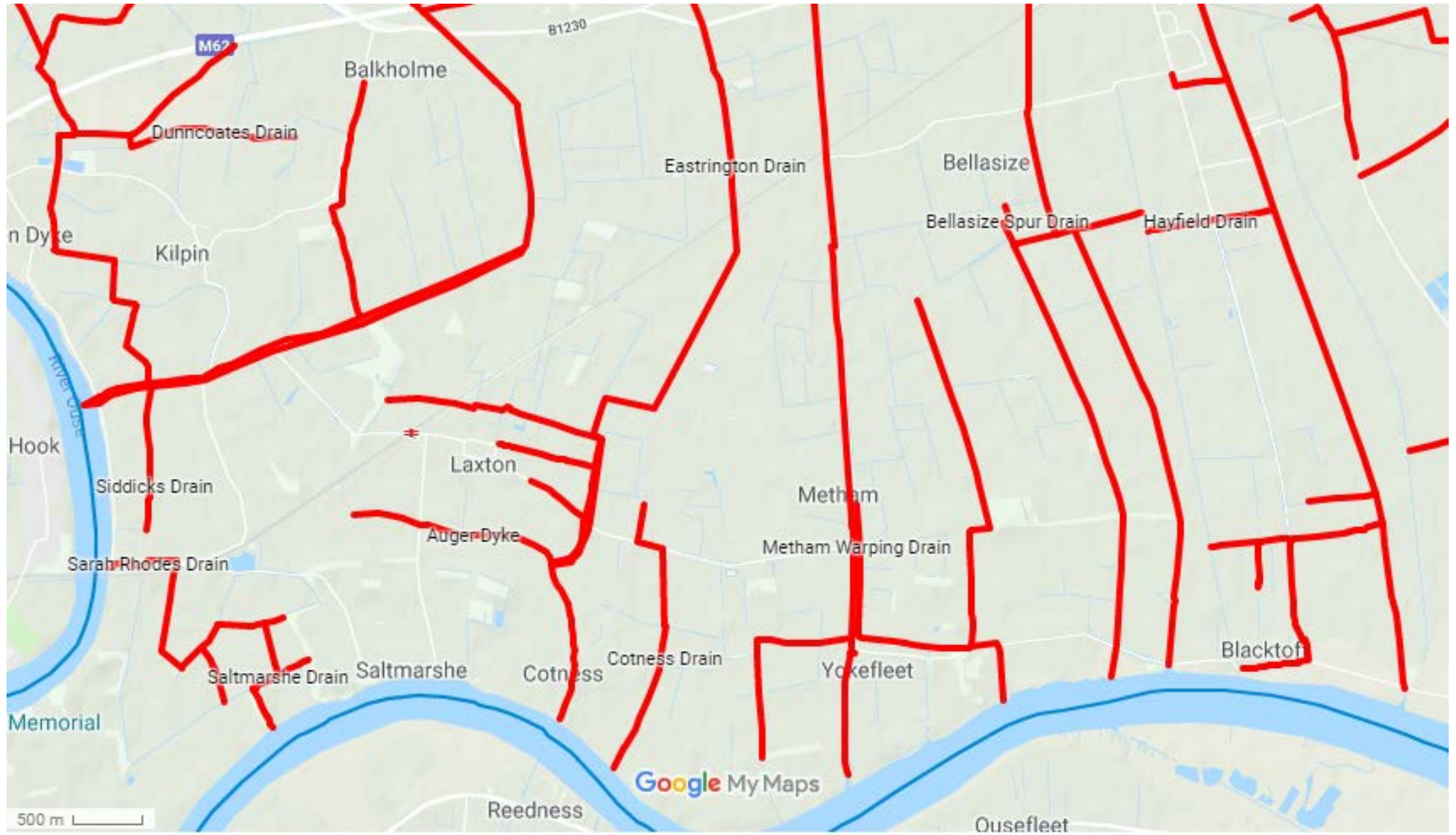
Laxton Parish Council Correspondence Record

19 September 2018 to 20 October

The Clerk will circulate correspondence when considered appropriate. If Councillors would like to see a copy of correspondence that has not been circulated, please notify the Clerk on laxtonpc@btinternet.com on 07932 016856.

Date Received	Attached?	From	Purpose of Correspondence
20 September	N	ERYC	Planning Applicaton, Saltmarshe Hall West Lane Saltmarshe East Riding Of Yorkshire Proposal: Change of use of existing bedrooms (Sui Generis) to hotel (CI)
24 September	N	ERYC	Invite to Parish Transport Champion Meeting
27 September	Y	O&HDB	Consultation on Definitive Maintenance Plan
28 September	Y	ERNLCCA	Newsletter
30 September	N	Resident	Noise complaint
8 October	N	St Michael's Church	Arrangements for "Battles Over"
8 October	N	Village Hall Committee	Grant application for Bonfire Night
15 October	Y	ERYC	Road closure route for level crossing works
15 October	N	ERYC	Request re car park on Church Close passed to appropriate section to consider.

16 October	Y	ERYC	Anti Social Behaviour Information
17 October	Y	East Riding Rural Partnership	We are delighted to invite one representative from your Parish / Town Council to a free event: Celebrating 20 Years - East Riding of Yorkshire Rural Partnership, Making a Difference and Building our Future Together. THURSDAY 22ND NOVEMBER 2018 (Registration and Refreshments 9.30am. Start at 10.00am - Finish at 3.00pm) Bishop Burton College, Bishop Burton, East Riding of Yorkshire. HU17 8QG.
17 October	Y	York Fringe Review	Offer of one of our touring plays (see below) for a performance in your village/community venue. The plays are available throughout 2019 at fee of £265 exactly per performance. (we don't ask for a deposit) We can bring portable lights if required and can play with or without a stage.
19 October	N	ERYC	Confirming that ERYC would consider improvements to car parking at Church Close, but that budgets were challenged.
19 October	N	ERYC	Enforcement had inspected hedges on Broad Lane and they had been cut back by landowner
19 October	N	ERYC	Confirming that dead tree on back street would be added to the list of arboriculture works.
19 October	N	Resident	Enquiring about the covered hazard warning lights at Satlmarshe Station and the associated safety concners.





CONSULTATION ON DEFINITIVE MAINTENANCE PLAN

CLOSES 7TH NOVEMBER 2018

THE OUSE AND HUMBER DRAINAGE BOARD

The Ouse and Humber Drainage Board is the Land Drainage Authority in the Howdenshire area of the East Riding of Yorkshire. Our work benefits a larger catchment area including the Market Weighton and North Cave areas. The Board maintains around 260 miles of watercourse and main river on an annual basis, works that are largely funded by domestic, business and agricultural ratepayers.

OUR MAINTENANCE ACTIVITIES

The decision to undertake work on watercourses and the type and frequency of works is based on the availability of funds. Our work is important; if we did not undertake this work, over time much of the area would revert to its natural state of flood plain.

DEFINITIVE MAINTENANCE PLAN

The Board has decided to adopt a definitive maintenance plan. This will inform future maintenance and resource needs. This is the first time a draft definitive plan has been published by the Board and its predecessor authorities.

The plan is hosted on our website and can be found at the following link:

www.ohdb.org.uk/maps

The plan is interactive, allowing users to zoom in and out and move it to the location they are interested in.

CONSULTATION ON DEFINITIVE MAINTENANCE PLAN

We would like to offer members of the public, partner and other stakeholders the opportunity to study this plan and comment on its accuracy. The plan contains watercourses shown in red that the Board has historically maintained. We are considering amending this plan; the reasons for amendments might be that we are unable to maintain certain watercourses, they are maintained by landowners or they are minor watercourses of the type that an internal drainage board would not normally maintain. We may add a watercourse where we think this would benefit the wider community.

We will consider requests to add watercourses to our maintenance plan but will only do this if the Board considers there are benefits to the wider community and there is an equal or net reduction in the cost of maintaining watercourses overall.

Continued...

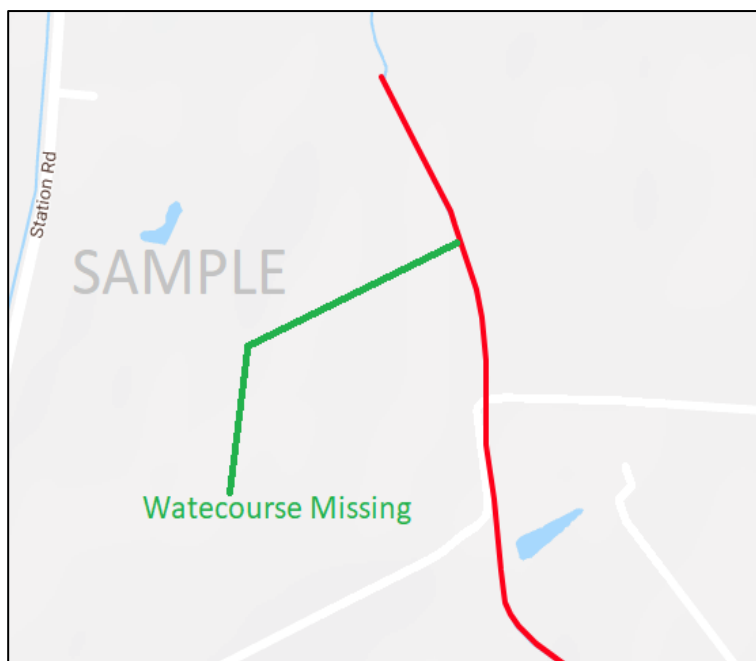
HOW TO RESPOND TO THIS CONSULTATION

By Email

Please email:

enquiries@ohdb.org.uk

In the header please type Definitive Maintenance Plan. Please give your contact details and state the nature of your enquiry or proposed amendment. You may wish to attach an extract of a proposed amendment (e.g. if you have Windows 10 or above you can do this by capturing the image of the screen using a free tool called “Snipping Tool” and then pasting into a free program called “Paint” where you can mark up the amendments. See example on the right. Any extract should be pasted or attached to the email.



In Writing

Please mark your correspondence “Definitive Maintenance Plan” – Please give you contact details and state the nature of your enquiry or proposed amendment. If possible, please provide a printout of any proposed amendment marked up and annotated. You may print out the plan or use your own maps.

In Person

You may make an appointment to visit the office to inspect plans and submit any comments in person.

WHAT HAPPENS NEXT?

Based on the representations made and other information, officers will make a report and recommendations to the Board. The Board will then decide on any changes before adoption of the definitive maintenance plan. The plan will form the basis of the Board’s future operational activities.

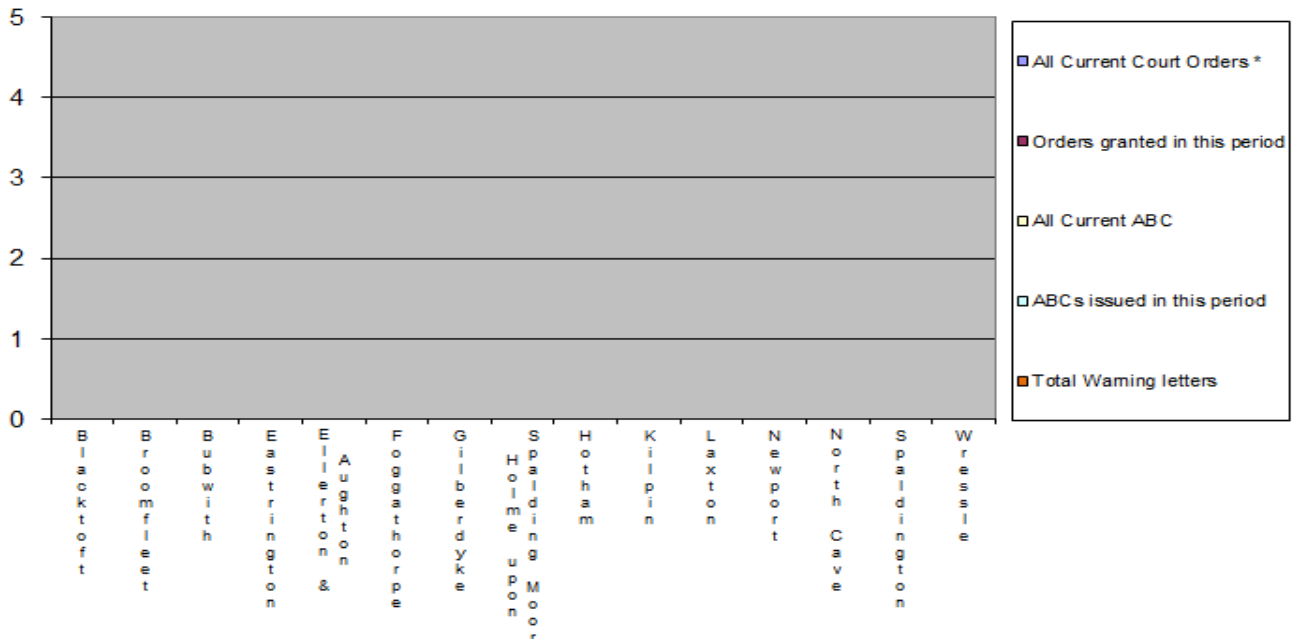
CAN THE PLAN BE CHANGED?

The plan can be changed for several reasons that the Board has already agreed to, such as changes agreed because of new development. However, if a member of the public wishes for a watercourse to be added or changed for maintenance reasons only, such a request would have to made to the Board and would only be considered at a future Board meeting. The decision of the Board will be final.

Six month data represents 1 April 2018 to 30 September 2018

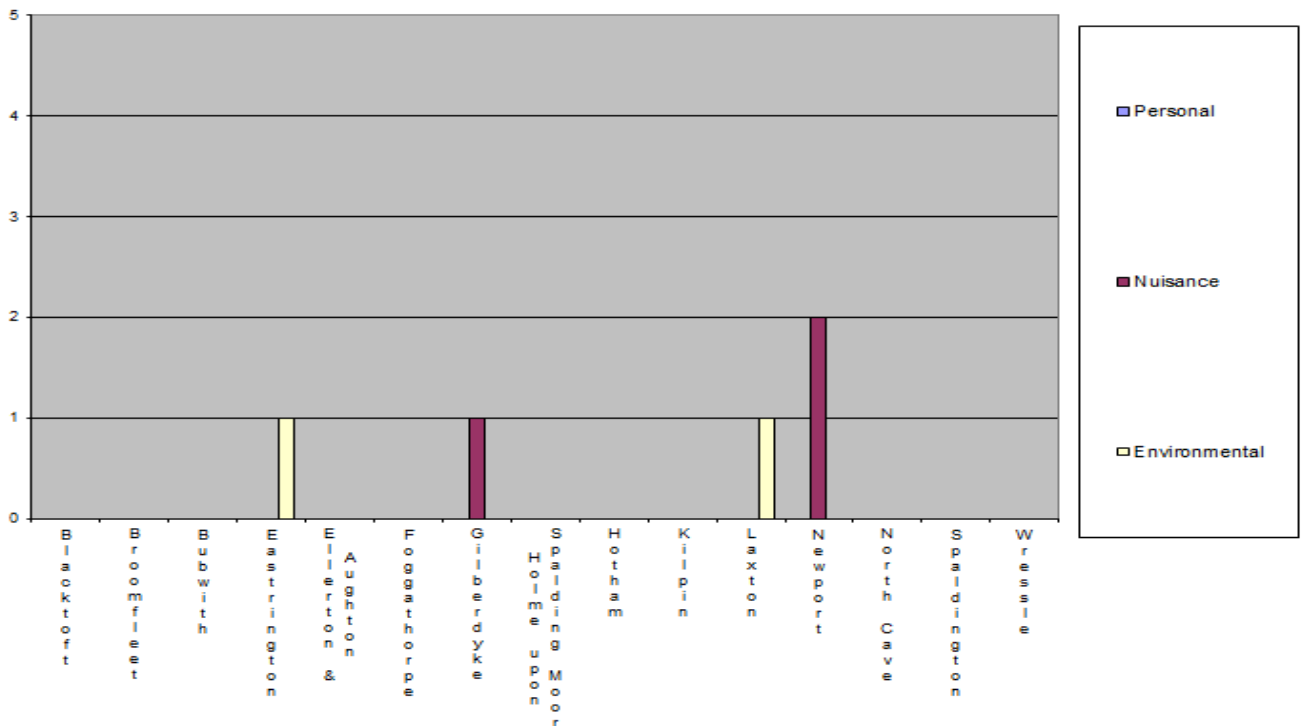
Breakdown by Parish and Town Council area

Interventions to Tackle ASB



*Court Orders include ASBOs, Criminal Behaviour Orders and Civil Injunctions

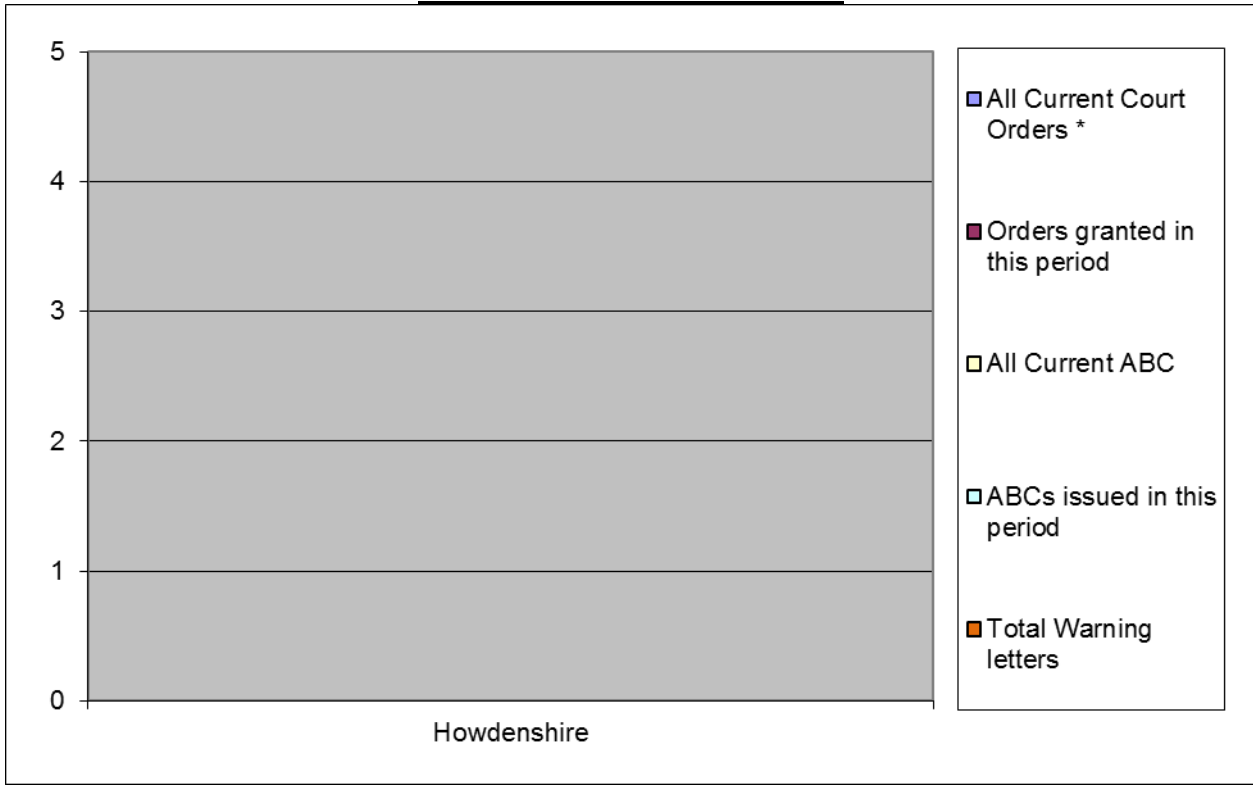
Calls for Service to the ASB Team



Six month data represents 1 April 2018 to 30 September 2018

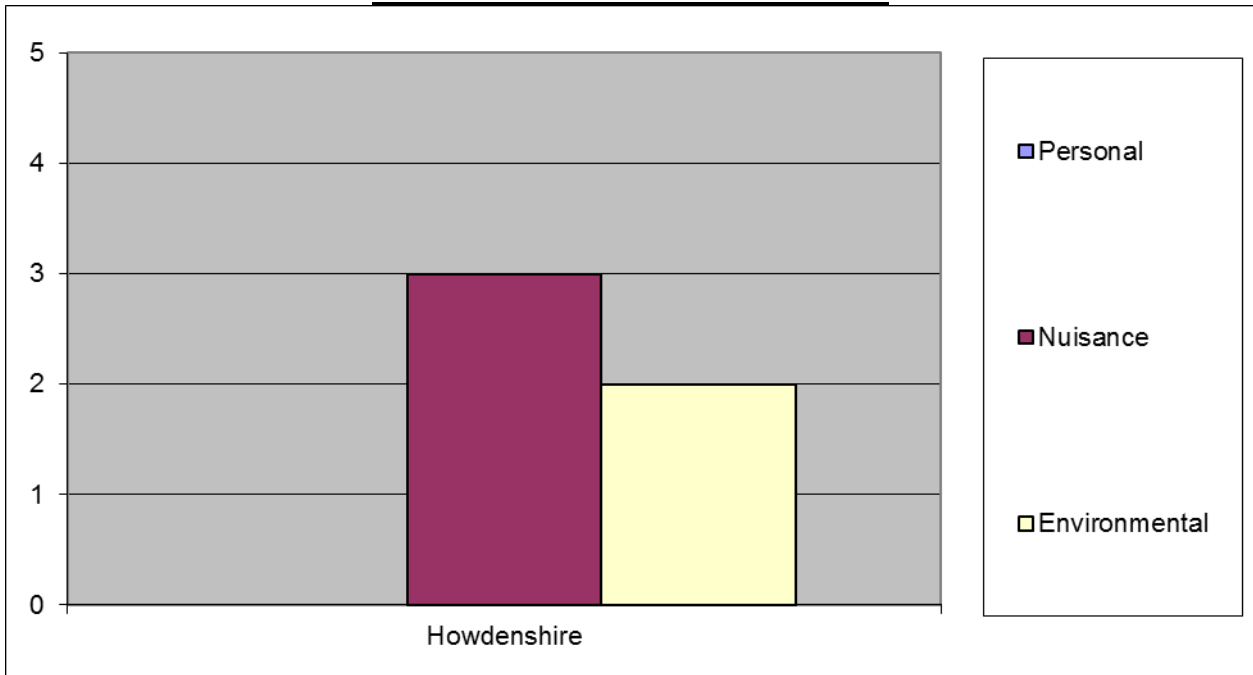
Breakdown by Ward

Interventions to Tackle ASB



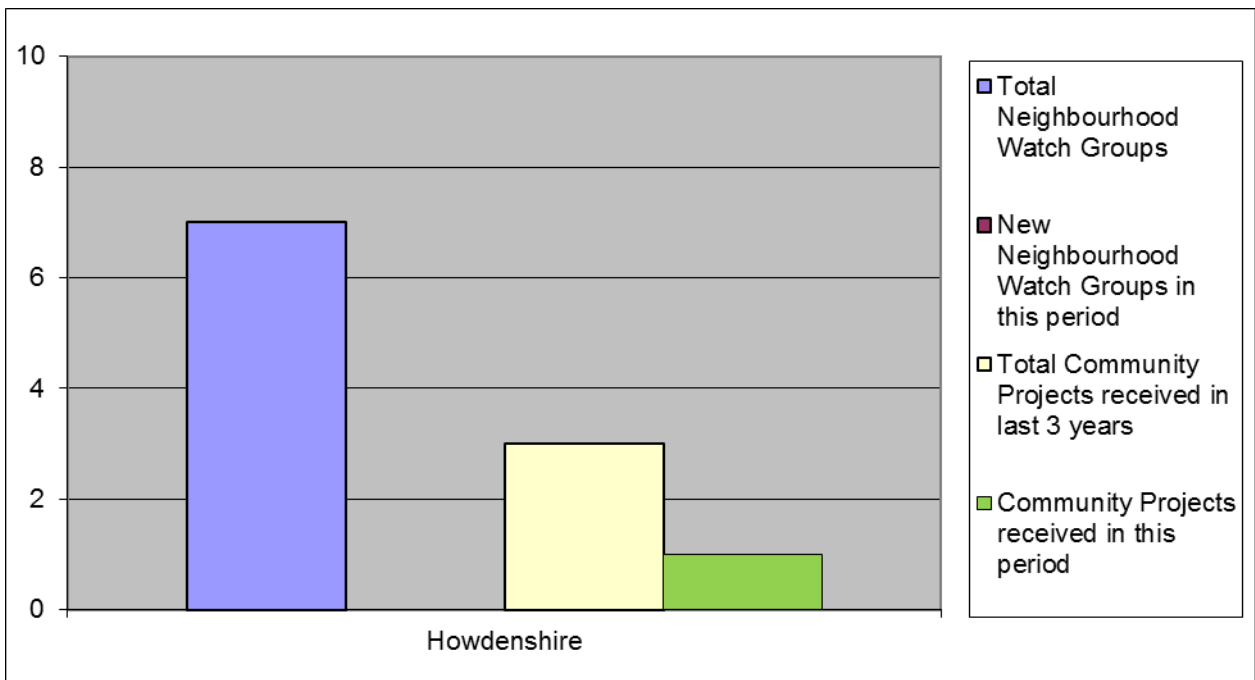
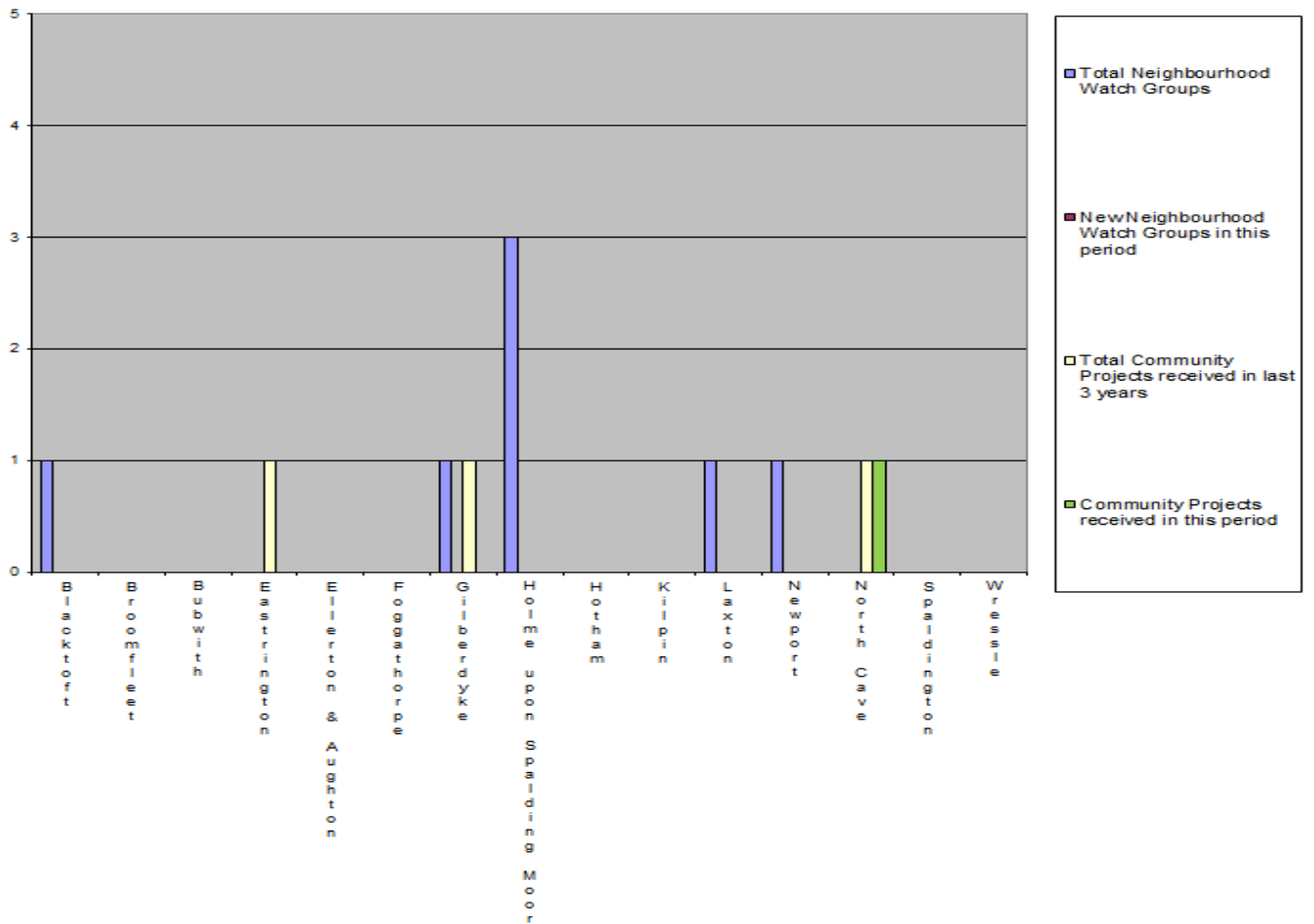
*Court Orders include ASBOs, Criminal Behaviour Orders and Civil Injunctions

Calls for Service to the ASB Team



Six month data represents 1 April 2018 to 30 September 2018

Neighbourhood Watch Groups and Community Projects



THE EAST RIDING OF YORKSHIRE COUNCIL**ROAD TRAFFIC REGULATION ACT 1984 SECTION 14 (1)****TEMPORARY PROHIBITION OF THROUGH TRAFFIC****Saltmarshe Station Level Crossing, Trandy Lane, Laxton**

Notice is hereby given that The East Riding of Yorkshire Council intends not less than seven days from the date of this notice to make an Order, the effect of which will be to prohibit any vehicle from proceeding along over Saltmarshe Station Level Crossing, Trandy Lane, Laxton during the following periods;

23.15hrs Wednesday 7th November 2018 until 05.15hrs Thursday 8th November 2018

23.15hrs Thursday 8th November 2018 until 05.15hrs Friday 9th November 2018

The road closure is necessary to enable track improvement works to be carried out in a manner consistent with ensuring the safety of the public. The Order is valid for 18 months, but it is anticipated that the works will be completed within 3 days.

The alternative route for traffic affected by the road closure will be via:

Trandy Lane, Skelton Broad Lane, Howden Road, Road To Warehouses To East Of Ferry Road, Howdendyke Road, Howdendyke Roundabout, Boothferry Road, Hull Road Roundabout, Main Road, Middlefield Drain, Clementhorpe Road, Scalby Lane, Station Road, Staddlethorpe Broad Lane, Bellasize Lane, Greenoak Lane, Metham Lane, Chapel Lane and Front Street.

The diversion route will be signed at the time of closure. The road will be closed to all traffic.

Further information can be obtained from Highways Customer Care 01482 393939

Dated this 11th Day Of October 2018

Paul Bellotti

Director of Environment and Neighbourhood Services

County Hall

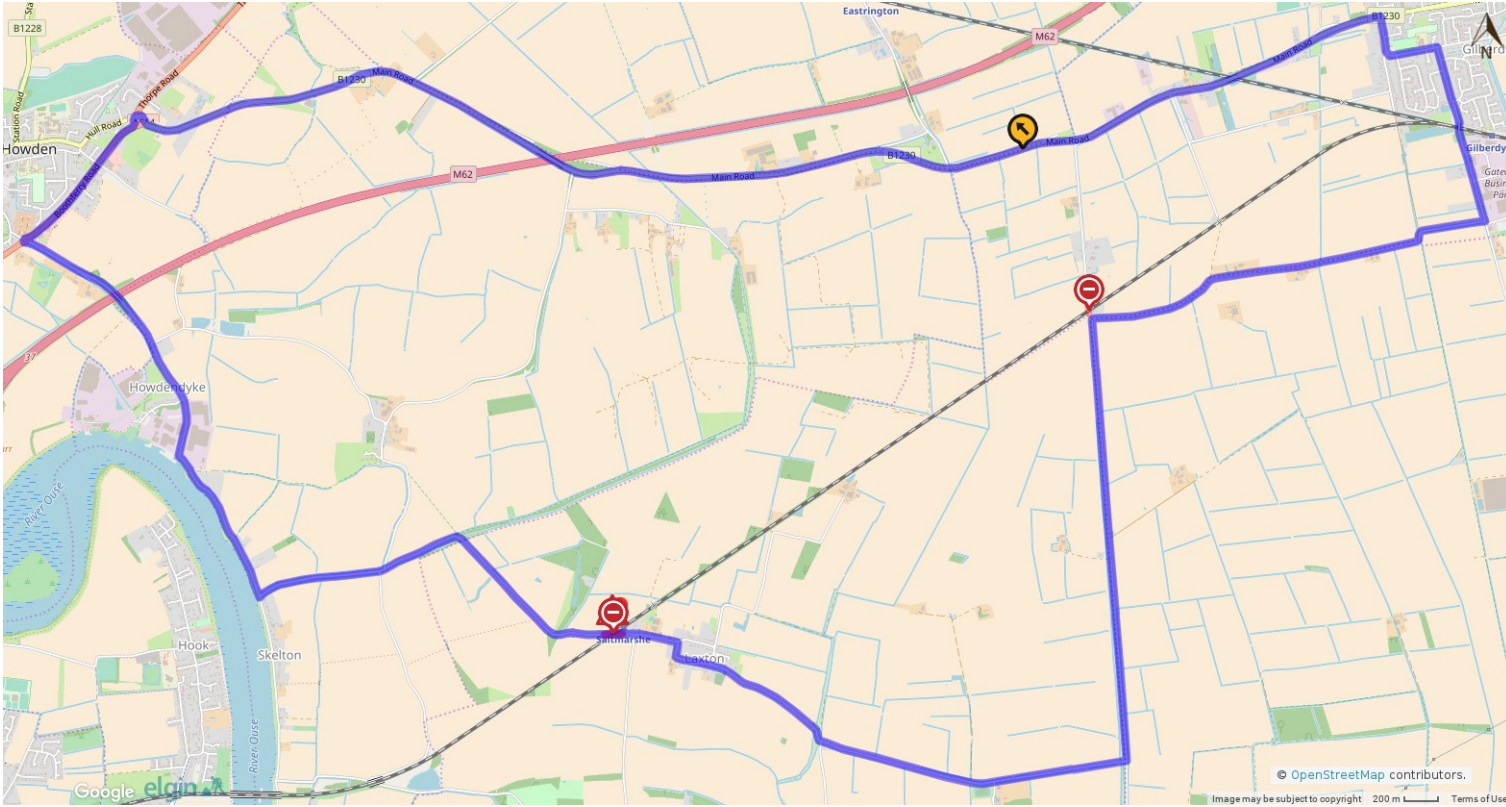
Beverley

East Riding of Yorkshire

HU17 9BA

PROPOSED PLAN OF WORKS AND ASSOCIATED DIVERSION

Site : Saltmarshes Level Crossing Closure **Plan Number:** 108159057 **Dates:** 7th November 2018 **Drawn by:** Russell Gladstone



Map data © [Google Terms of Use](https://www.google.com/terms-of-use/)

by Paul Clark on 3rd August 2017

Alan Bennett's *Bed Amongst the Lentils* is one of the great observational pieces from the master wordsmith's influential Talking Heads series. It's a role that Maggie Smith played to perfection in the TV series; so tackling this play is an often-daunting challenge for any actor.

Deborah Kelly holds the attention of the audience and her timing allows the witticisms to breathe.

This performance is a worthy addition to the many interpretations of the great Yorkshire writer's work.

This version of *Bed Amongst the Lentils* is produced by West Yorkshire's Library Theatre Company and sees Deborah Kelly convincingly inhabit the role of Susan, who slowly seeks solace in a bottle of sherry or altar wine, when her choice of tippie has been consumed.

It is a one-women show that focuses on Susan, a vicar's wife (Mrs Vicar) whose life of devotion to the service of a vainly insensitive husband sees her stumble into alcoholism and an affair with a shopkeeper (Mr Ramesh) in Leeds. Worn down by the fact that her life has not turned out as planned and the constant one-upmanship of the parishioners, we see her life slowly unravel over the course of the 45-minute play. There is redemption of sorts, but not from the church or her husband, but from Ramesh, in the storeroom upstairs above his shop.

There is a good pacing to the performance and it allows for the great lines and observations to be absorbed by the audience. The stage is sparsely arranged, with only a table depicting religious paraphernalia to set the scene. The large glass of sherry is used perfectly to evidence Mrs Vicar's decent into alcoholism.

Kelly does of good of projecting herself to make every little nuance of the script to be savoured and enjoyed. She holds the attention of the audience and her timing allows the witticisms to breathe.

This performance is a worthy addition to the many interpretations of the great Yorkshire writer's work.

'2 TALKING HEADS' by Alan Bennett

A Lady of Letters..... Miss Ruddock's civil liberties are dear to her, and writing letters is how she likes to assert those rights. One of these missives pushes her to the brink, with unexpected, but liberating consequences.

Bed Among the Lentils.....Susan, an alcoholic, nervous vicar's wife who has to travel into Leeds to go to the off-licence because of her debts with the local shop keeper, distracts herself from her ambitious, and, as she sees him, vainly insensitive husband and his dotting parishioners by conducting an affair with a nearby grocer, Ramesh, discovering something about herself and God in the process

'My Brilliant Divorce' by Geraldine Aron - Olivier nomination for best entertainment = Jam-packed with amusing anecdotes, devastatingly honest and hugely empathic, this brilliantly observed play has 'Angela' attempting to find a new life when husband Max leaves her for a younger woman (Rosa – a Mexican with big hair who barely speaks any English) Using a wonderful mixture of comedy and pathos 'Angela' recounts her journey back to happiness...A West End Hit for Dawn French !!.....

'HAPPY JACK' by John Godber - This amusing and touching play follows the lives of Jack and Liz - a funny, bickering, loving couple – from their early courtship to retirement. Inspired by John Godber's own grandparents this is a celebration of a life of love and will leave you with a warm glow in your heart.

The Kingfisher by William Douglas Home - As he peruses The Times obituaries, famous writer Sir Cecil Warburton makes a discovery that has him whistling in the bath! At last, the dull Reggie Townsend has died, widowing the only woman that Cecil truly loved...and lost. With only one thing on his mind – matrimony – he arranges to meet Evelyn under the same tree in his garden where he kissed her years earlier

A delightful traditional comedy about love the second time around.

Played the West End and Broadway.

Proposed Development

- 3.1 Saltmarshe Hall, at present, operates a wedding/function venue and guest accommodation; this accommodation is currently utilised in conjunction with the wedding/ function venue use (Sui Generis). This use of the Hall for this wedding/event and accommodation has demonstrated success over the past 5 years and it is the Applicants intention to ensure Saltmarshe Hall's on-going success in the future.
- 3.2 The application is in full and seeks both planning permission and listed building consent for the change of use of all 14no. bedrooms at Saltmarshe Hall and the former servants' wing to Use Class C1, which would permit much greater flexibility in the occupation of the guest accommodation aspect of the business.
- 3.3 The planning application also includes the change of use of the top floor of the Coach House, to the west of the Hall for unrestricted guest accommodation (Use Class C1); the use of this area is similarly utilised as guest accommodation in association with the permitted wedding and event use.
- 3.4 The planning application solely comprises the change of use of the now restricted guest accommodation (Sui Generis) to a use falling within Use Class C1 (Hotels); this would permit the unhampered use of the existing 14no. guest rooms at the Hall and accommodation at Coach House. Saltmarshe Hall is now at full capacity with a total of 14no. reinstated bedrooms and Coach House, which has three bedrooms, but is let as a single unit. This planning application seeks permission to utilise these rooms for guests which are not staying overnight in association with any event or function at the Hall, increasing the opportunities for the business to remain viable.

**LAXTON PARISH COUNCIL
GRANT APPLICATION**

Please answer all questions – failure to do so may result in a delay in the determination of your application

Q1) Contact Details

Name of organisation making application:

[Laxton Victory Hall](#)

.....

Name of your project (if this is different):

.....

Name of contact for this application

Title : [Mrs](#) . First Name: [Emma](#) Surname: [Brown](#).

Position held in the organisation: [Secretary](#)

Contact Address:

[10 Back St](#)

[Laxton](#)

[Goole](#)

[East Yorkshire](#)

[DN14 7TP](#)

Contact Telephone Number: [07734 228377 / 01430 431517](#)

Email address: Laxtonvictoryhall@gmail.com or emmabaronbrown@gmail.com

Q2 What type of organisation are you?

Tick relevant category:

Registered Charity: () Charity Registration Number [504571](#)

Voluntary Organisation: ()

Company Limited by Guarantee: () Company Number

Other – Please specify:

Q3 When was your organisation established? 1918

Q4 Briefly describe the purpose of your organisation.

Describe the usual activities/services you provide. If you are a new organisation, describe the services/activities you plan to provide.

We are a local village hall that holds events to encourage community engagement.
We have weekly fitness classes and playgroup.

Q5 If you are a subsidiary of a larger organisation, please state which one.

Not applicable

Q6 Does your organisation have an agreed Constitution or Memorandum of Association?

Please state which and attach a copy: Constitution

Q7 Previous Applications

If you have applied for and received funding from this Council in the past please provide details of the amount, the year and briefly what the funding was used for.

Purpose of grant	Amount
Children's Entertainment & Fireworks	£300.00
	£
	£
	£

Q8 Describe the projects/activity you plan to use this grant for.

i) Try to be specific about what you will do and how you will do it.

Children's entertainment for annual celebration event.

ii) Please specify the time scale for your project

Community celebration event is to be held on the 3rd November 2015

iii) Please state how you know that the people in your community want this project and what difference you hope the grant will make.

This event has been held on an annual basis for a minimum of 7 years and always have a large turnout from Laxton and surrounding villages.

iv) Describe the anticipated benefits to the organisation and to the parish if this scheme is to go ahead

It enables the annual event to be held creating a tradition for all residents of Laxton and surrounding villages.

It is an event that both young and old can all attend ensuring integration of the community at all levels.

v) How many people from the Parish do you expect to benefit directly from your project or activity?

We have had between 100 to 200 people attend the event on an annual basis.

Q9 Please provide details of the amount of funding you need for your project and give us a breakdown of what the money is for (please enclose any relevant estimates or details).

Tell us the amount of grant requested We have previously requested £250.00

and provide separately a detailed breakdown as to how you have reached this figure.

Please note that it is a condition of this application process that where a grant is awarded in excess of £300, a written report of how that money has been used must be given to the parish council within six months of the grant being awarded.

Q10 Please provide the following details from your most recent annual accounts

Total Income Please see attached annual accounts

Less Total Expenditure £

Surplus / Loss £

Savings (Reserves, Cash, Investments) £

Please note if you are requesting in excess of £300.00, please provide a copy of your most recent annual audited accounts or, in the case of newly established organisations, the projected income and expenditure for the next twelve months.

Q11 Declaration

Please give details of a senior member of your organisation. For example, this may be your Chairperson, Treasurer or Secretary. They must read the application and sign below. (This must not be the main contact name in Q1).

*I confirm, on behalf of **Laxton Victory Hall** .(insert name of organisation):*

That I am authorised to sign this declaration on its behalf, and that, to the best of my knowledge and belief, all replies are true and accurate. I confirm that I have read the Terms and Conditions set out in the Notes which accompanied this application, most specifically the condition relating to the provision of a written report, and further confirm that this application is made on the basis that if successful, the organisation will be bound to use the grant only for the purpose specified in this application, and will have to comply with those Terms and Conditions and any others which the Council might attach to the Grant.

Post held in organisation:

Secretary

Title **Mrs** First Name: **Emma** Surname: **Brown**

Organisation address:

Laxton Victory Hall

Station Rd

Laxton

Goole

East Yorkshire

DN14 7TW

Telephone: 07734 2208377 / 01430 431 517

Signed



Date: **8th October 2018**

Q12 Signature of Person Completing the Application

This must be the signature of the person named in Q1 as the main contact and not be the same person who has signed in Q12

I confirm that, to the best of my knowledge and belief, all the information in this application from is true and correct. I understand that you may ask for additional information at any stage of the application process.

Signed:



Date: **8th October 2018**

Checklist

1. Have you answered every question? YES/NO
2. Have all signatures been completed? YES/NO
3. Have you included a copy of your constitution (if applicable)? YES/NO
4. Have you included a copy of your most recent audited accounts? YES/NO
5. You understand and will adhere to the conditions set out in this document YES/NO
5. Please state any supporting documents you are submitting:

Please return your completed application form to:

Alan Bravey;
Clerk to Laxton Parish Council
3 Ruskin Way
Brough
East Riding of Yorkshire
01482 662292
laxtonpc@btinternet.com

Guidance Notes for the Grants Fund

The council awards grants to voluntary organisations and community groups, which in the opinion of the Council are in the interests of the parish and will benefit them in a manner commensurate with the expenditure and where financial need is demonstrated.

All applications will be considered on their individual merits. The final decision on assessment of applications and the level of any award offered lies with the Council.

You can apply if you fit the following criteria?

- You are a not for profit group operating for the benefit of the community in the Parish of Laxton.
- You have a constitution or set of rules
- You have a Bank / Building Society Account

What the Town Council will not fund?

- Loan repayments
- Retrospective applications where the activity or project has already been carried out
- Religious or political activities unless unrestricted community benefit can be demonstrated
- Applications for the benefit of an individual
- Any group that has received a grant from the Council within the current financial year
- Any group whose aims the Council considers to be working within a business or profit making remit.

Amount of Grant?

- Applications for up to £500 will be considered, however the average allocation is between £100 and £200
- Applicants will be required to meet a significant proportion of the estimated cost of the project

Conditions

- If the grant is put to purposes other than those for which it was awarded without the prior approval of the Council, the recipient organisation shall be required to repay the grant
- The organisation shall supply copies of the latest set of its accounts together with any other financial information the council may need if the application is for more than £300
- The organisation should supply such information as the Council may request regarding the impact of the project on the Parish of Laxton or its inhabitants.
- Recognition of the grant from the Council must be made in any publicity
- Within a period of time set by the parish council, and where a grant is in excess of £300, the group to whom the award of a grant is made is required to submit a written report explaining how the grant has been used.

When to apply?

- The Parish Council allocates a small budget each year for Grants. Any applications will be considered at the next available Parish Council meeting. Grants will be considered until the budget has been exhausted.

- You may be expected to attend the meeting to provide any additional supporting information and answer any questions the Council might have
- Applicants will be notified within a month of the meeting of the Council ;

How is an application considered?

The Council will consider applications on the following basis:

- How well the grant will meet the needs of the community
- How effectively your group will use the grant
- Whether the costs are appropriate and realistic
- Level of contributions raised locally
- Whether the applicant could reasonably have been expected to obtain sufficient funding from a more appropriate source
- How the group is managed
- How the grant positively benefits residents residing within this parish.



Laxton Parish Council

Accounts for Payment

October 2018

Payee	Details	Total	VAT
Alan Bravey	Salary	89.46	0
HMRC	PAYE	60.00	0
ERNLLCA	Attendance at ERNLLCA Conference	108	18
Laxton Victory Hall	Bonfire Night Grant	300	0

SignedDateSignedDate