



www.laxtonpc.org.uk

13/03/2024

To: All Members of the Council

You are summoned to attend a meeting of **Laxton Parish Council** that will be held on **Wednesday 20 January 2024 at 7pm**, to transact the business set out below. The meeting will take place at Laxton Victory Hall, Station Road, Laxton, DN14 7TW. 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 Thursday, 18 January, 2024 as a true and correct record
4. To temporarily suspend the meeting to receive questions from the public.
5. To agree to reopen the meeting following suspension
6. To receive the action log from the Clerk
7. To receive an update from Ward Councillors
8. To receive an update from Parish Councillors
9. To discuss the following correspondence:



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- i. Councillor Aitken – Council Budget Update
 - ii. ERYC, Invite to Crime and Community Safety Event
 - iii. Stelladoradus, Mobile Phone Booster Information
 - iv. ERYC, Wind Farm Grant Approval
 - v. ERNLLCA, Newsletter
 - vi. Resident, Church Close Street Sign
10. To receive an update from Councillors present at the Laxton Victory Hall Annual General Meeting
11. To nominate Councillor Goulden as the Parish Council Village Hall Representative, replacing Councillor Collins and Councillor M Yarrow
12. To consider planning application for internal alterations at ground floor level to create door opening to link bar area to library with removal of lower section of cupboard facade and alteration to existing bookcase to create bookcase with hidden door, Saltmarshe Hall
13. To receive an update from the Clerk on an option for mobile signal booster
14. To consider plans for the D-Day Commemorations proposed by the planning committee.
15. To agree actions to add the Parish Council workplan 2024/25
16. To consider whether to renew www.lovelaxton.com for £17.41 a year
17. To receive items for the next meeting of the Parish Council on Wednesday 29th May 2024

LAXTON PARISH COUNCIL

7pm, 18 January 2024

PRESENT: Councillors Goulden (Chair), Huntley, S Yarrow, M Yarrow and Watson.

Apologies for absence were received from Councillor Collins and Sweeting, and Ward Councillor Bayram.

Clerk: Alan Bravey

1/24 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS – There were no declarations.

2/24 MINUTES OF PREVIOUS MEETING – Resolved – That the minutes of the meeting of the Council held on Wednesday 22 November 2023 be confirmed as a correct record and signed by the Chair.

3/24 PUBLIC PARTICIPATION- There were no members of the public present.

4/24 ACTION LOG UPDATE – The future of the Cotness Corner footbridge had not yet been resolved, but discussions between ERYC and the landowner were continuing. There had been two replies to the request for Speed Watch volunteers and it was agreed the Clerk would re-promote. The Parish Council had still not received the outcome of the Goole Wind Farm quick fix fund application submitted in March 2023 and so the issue had been escalated. The Clerk provided an update on a meeting held with a representative from the Village Hall Committee regarding its constitutional changes. One villager had confirmed their attendance for the VE Day planning meeting next week. Confirmation had been received that the Beacon would be lit, and a request had been made to the Church to support the “Ring for Peace” element. Councillor Watson would lead the planning meeting. Councillor Wilkinson had raised the issues with Saltmarshe Crossing with local MP David Davis, although the delays seemed to have resolved themselves over recent weeks.

5/24 WARD COUNCILLOR UPDATE – There was no Ward Councillor update.

6/24 PARISH COUNILLOR UPDATE – The meeting discussed the difficulties in accessing landline or mobile phone line during power outages because many homes had switched from copper based phone lines to digital, which were not resilient to power outages, and because of the poor mobile phone coverage in the village. Laxton’s nearest mobile phone mast was in Whitgift. BT offered a battery back up for the digital phone line at a cost of £100, but this only lasts one hour. Councillor Goulden promoted the emergencySMS service developed by RNID, BT, Cable and Wireless and Department of Levelling Up, Housing and Communities, which allowed mobile phones to register to send 999 messages by SMS. Councillor Huntley advised that there was a Quickline transmitter on the Bricklayers Arms with a long battery back up that could be used by anyone with a

Quickline account. It was agreed that the Clerk would enquire whether mobile phone boosters were available. Councillor Goulden provided an update from a Northern Powergrid Webinar, which had discussed the need to optimise the voltage across the network. It was noted that some customers could be given the option to be paid not to use electricity during certain key demand times.

7/24 CORRESPONDENCE – Resolved – that the following correspondence should be received by the Council:

- i. ERYC - Additional Do it For East Yorkshire Community Grant funding
- ii. Cllr Hammond, ERYC - Government devolution deal approved
- iii. ERYC - Meet ERYC Communities and Environment Services Event Invite
- iv. National Grid - North Humber to High Marnham Grid Upgrade Project
- v. Northern Powergrid - Invite to webinar – Future Energy Scenarios
- vi. ERYC, Climate Change Strategy Webinar, Teams meeting recording, and powerpoint slides
- vii. Northern Powergrid - Storm Pia Update
- viii. ERYC - Devolution 8 week public consultation stage, from the 2nd January.
- ix. Goole Go Far – Request for Donation
- x. ERNLLCA – Lamp of Peace / Ring for Peace for D-Day Commemoration

8/24 EAST RIDING AND HULL DEVOLUTION CONSULTATION - Resolved – that Parish Councillors would respond directly to the consultation if they wished to comment.

9/24 PARISH COUNCIL'S WORK PLAN 2024/5 – Resolved – i) that Parish Councillors would consider potential actions to include in the 2024/25 work plan for discussion at the next meeting and ii) the Clerk would write to Northern Rail and ask if they had any plans to install an electric charging point at Saltmarshe Station.

10/24 FOOTPATH, ST PETERS LANE – A resident has written to the Council pointing out that the width of the footpath on St Peters Lane had reduced over time as a result of moss and turf growing over the path. The issue had been reported to East Riding of Yorkshire Council but no reply had so far been received and therefore a contractor had been invited to quote. A resident had also volunteered to carry out the work.

Resolved – that the offer from Councillor Watson and a local resident to carry out the work to clear back the path would be gratefully accepted.

11/24 GRANT REQUEST FROM LAXTON VICTORY HALL – Resolved – by a vote of 3-2, to make a standing donation of £250 in the December of each year between 2023 and 2028 to the Village Hall Committee for the community bonfire event, without the need for a grant request towards the community bonfire event, so long as the event takes place.

12/24 2024/25 BUDGET AND PRECEPT - Resolved – i) that despite the inflationary increases in 2023/24 the Parish Council recognised the impact of the cost of living crisis and agreed that there should be no increase to precept ii) that the proposed budget was agreed

and iii) the precept for 2024/25 should be set at £7639.94, with the remaining balance to be drawn from reserves.

13/24 **ACCOUNTS FOR PAYMENT – Resolved** – i) that it be noted that the following accounts had been paid by bank transfer:

- a) ERYC, Street Lighting SLA - £500.16
- b) Zurich, Insurance Premium - £257.60

and ii) that the following accounts be approved for payment:

- c) HMRC, PAYE, £91.20
- d) Alan Bravey, Salary January and February - £137.20
- e) Clerk – Web Domain Renewal - £8.26

13/24 **DATE AND TIME OF NEXT MEETING - Resolved** – that the date of the next meeting of the Parish Council would be changed to 7pm on the 20th March.

SIGNED:

DATE:

Laxton Parish Council Action Log

| Action | Status | Lead | Update |
|---|----------|-------|---|
| Check status of the Cotness Footbridge Bridge. | Ongoing | Clerk | ERYC /Landowner update meeting - W/B 21 November 2023. Outcome not yet clear but getting closer. |
| Check expected repair time of bridge at Skelton footpath. | Ongoing | Clerk | Badger Sett holding up works. 14/10 update - New bridge required, but badger sett underneath the footings and the placement site and so consultation with Natural England required / underway. |
| Clerk to request ERYC carry out speed survey on Front Street | Complete | Clerk | Demand has meant that traffic surveys being re-evaluated for priority. Survey equipment has been spotted in the village - Clerk to check whether it has taken place. Updated has taken place and results noted in minutes. Clerk has put a request out for volunteers for Community Speedwatch. Two in total. Re-advertise in New Year. |
| Planters - -- i) That 2 planters would be installed by the village entry signs in Laxton in 2023 in Laxton, because residents had volunteered to maintain them | Ongoing | Clerk | Grant Claim submitted to Goole Wind Farm Quick Fix Fund on the 24 March for 2X planters, plus personalisation and compost. Grant approved. Ball rolling with the company for the planters, and msg volunteer who had offered to grown plants. |
| The requirement for an allotment fence should be raised at the next meeting of the allotment committee and a recommendation made to a later Parish Council meeting. | Ongoing | Clerk | To be discussed at next Allotment meeting. |
| Width of footpath on St Peters Lane too narrow - overgrown by verge. | Ongoing | Clerk | Raised with ERYC - no reply. Quote from Mr Hall to clear - £150. Agree to accept offer of local volunteers. |
| Inquire into availability of mobile phone boosters | Complete | Clerk | On the agenda |
| Enquire if there are plans to install an electric car charging point at Saltmarshe Station | Complete | Clerk | There are no current plans to install a charger. |

Laxton Parish Council Correspondence Record

18 January to 13 March

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 |
|----------------------|------------------|-------------------|--|
| 13/2/24 | Y | Councillor Aitken | ERYC Budget Update |
| 15/2/24 | N | ERYC | Invite to Crime Prevention and Community Safety Event, Thursday 11 April, 12:30 – 3:30 Beverley |
| 26/2/24 | N | Stelladoradus | <p>Thank you for getting in touch with us regarding your mobile signal issues in Laxton</p> <p>Generally speaking we like to carry out a survey before committing to any work or costs, this allows us to give you an accurate quote for all work and equipment plus it gives us the opportunity to see the building/s and the intricacies of running cables within - as well as being able to speak to you about where things might go and which areas are most important to the Village</p> <p>Our surveys are carried out by a https://wiredscore.com/ accredited professional.</p> <p>The cost of a survey is £470 plus VAT , however this is refunded against the cost of any project going forward. (£50k budget would give approx. 70% coverage).</p> |
| 28/02/2044 | N | ERYC | Approval of £539.28 Goole Wind Farm Fund Grant |
| 29/02/2024 | Y | ERNLCCA | Newsletter |
| 14/03/2024 | N | Resident | Advising that the Church Close street sign would be temporarily relocated due to building works, but would be reinstated on completion. |

From: Cllr Victoria Aitken <Councillor.Aitken@eastriding.gov.uk>
Sent: 13 February 2024 17:27
Cc: Cllr Nigel Wilkinson; Cllr Linda Bayram
Subject: ERYC Budget update for 2024-2025

Dear Parish Councillor's,

Last Thursday ERYC approved our annual budget for the upcoming financial year.

We are delighted to inform you this is a balanced budget, with no service cuts.

As well as maintaining the services we already provide for residents, a few additional services/funding allocations have been introduced. These are:

1. £500,000 for us to take part in the 'Imagination Library' - this initiative provides all children in the Council area regular free books. This has been proven to improve literacy rates in children of all ages. A good education is vital to a child's future, and they of course are vital to our future so we will do all we can to support them as a council.
2. £500,000 for the Do it For East Yorkshire Community Fund - this fund which was created a number of years ago because we felt rural areas and our smaller market towns should have their fair share of grant funding, has delivered many projects across our ward. PLEASE APPLY FOR MORE FUNDING FOR MORE PROJECTS in your areas as soon as you can - we want as much of this funding coming to our area as possible. We are happy to support you in doing this.
3. £100,000 to pay for highway verge reinstatement - we know this is a big issue in many of our villages where verges are getting trashed by traffic - we now have a fund to put these right.
4. £100,000 to support and match fund (with Jonathan Evison our Police and Crime Commissioner) projects to tackle anti-social behaviour, domestic abuse and other community safety issues.
5. £80,000 to support veterans across the East Riding.
6. £80,000 to trial 20mph zones where there is local support. If this successfully reduces speeding, then we will look at further rollout over coming years where local communities want them/where there is a sensible local need.
7. £80,000 to continue the Positive Activity Grant to support youth activity and youth groups.
8. An additional £10 million for Environment and Highways funding. We also have an additional £5 million this year for Highways from Central Government. Rest assured we will try and get as much of this spent on our roads as we can!

If you have any questions on this or anything else, please do not hesitate to contact us.

Best wishes
Victoria, Nigel and Linda

Councillor Victoria Aitken
Portfolio Holder for Children, Families & Education
Howdenshire Ward
01482 393020
07721411620

Training events



ERNLLCA

East Riding & Northern Lincolnshire
Local Councils Association

ERNLLCA are developing new training and are happy to hear any suggestions for topics.

In the last year we have undertaken Whole Council Training at 27 sites representing over 40 different councils. It has been great for the team to meet so many councillors in person.

We are continuing to develop new training with more practical sessions including “Getting through the Year End” <https://bookwhen.com/ernllca/e/ev-spzk-20240314093000>

New training has included Play Inspection Training. We are now offering a more in-depth 2-day session this summer <https://bookwhen.com/ernllca/e/ev-sryy-20240710000000>

We were also pleased to run a successful First Aid Training Day and will be running this again in September <https://bookwhen.com/ernllca/e/ev-svi9-20240910090000>

Alongside a practical visit to an allotment learning about managing non-cultivation <https://bookwhen.com/ernllca/e/ev-sdon-20240425103000>

HR training is being widely accessed and we have added a number of extra dates, there are a small number of spaces left for the 19th June <https://bookwhen.com/ernllca/e/ev-ss40-20240619100000>

We will continue to explore further HR training and look at different aspects of cemetery management, so watch this space for more details.

For new councillors there is the Being a Good Cllr Course and Planning training that we will be continuing as normal <https://bookwhen.com/ernllca>

ERNLLCA have produced Webinars that councillors and clerks can access any time via the website Webinar and Bitesize Training – ERNLLCA¹

Please do get in touch if you have specific training needs at your council and we will see what we can do.

¹<https://ernllca.info/webinar-and-bitesize-training/>

Annual leave entitlement and contracts

There have been a number of changes over the last couple of years to annual leave entitlement in the sector.

The NJC agreement increased the entitlement of annual leave by one day with effect from 1st April 2023. The recommendation from NALC based on best practice aligning to green book terms is for 23 days annual leave, plus bank holidays and 2 additional (statutory) days. An increase of 3 days is applied following 5 years continuous service. This would be pro-rata for part time employees.

Part time leave calculator²

NALC have issued a number of new contracts and advice on contracts (Dec 2023) Please see the links below to the contracts. There is lots of information on Employment in our Employment Resources section³.

- NALC Contract of Employment – Green book terms⁴
- NALC Contract of Employment – All options⁵
- NALC Guidance notes for contract⁶

Recruitment

It is important to ensure that you have a robust recruitment process to guarantee retention of staff members and reduce turnover.

The council is the employer and should have a contract with terms and conditions in place ready to sign on the first day of employment (Employment law 2020).

There should be thought given to the job description and expectations of the Clerk. It isn't just a "little admin job". They need to know various laws and be able to advise the council appropriately. The council needs to think about how training will be undertaken and how probation and appraisals should be conducted.

To assist you in this process there are various documents you can adapt as well as advice:

- Model advert⁷
- Model Clerk Induction⁸

²<https://f2e4ea65a51ff182257e.sharepoint.com/:x:/s/ERNLLCA/EZ7DYsrRoyNOiaHka7MTEhQBicvJUcTHb-nN8Rm6wm2mA?e=XamPjH>

³<https://ernllca.info/employment-resources/>

⁴<https://f2e4ea65a51ff182257e.sharepoint.com/:w:/s/ERNLLCA/EUZS4zgHt6dJvNNJfClyfmUBo-VY1mgTM9toAOpFNcos-g?e=T7Opym>

⁵<https://f2e4ea65a51ff182257e.sharepoint.com/:w:/s/ERNLLCA/ETog-mK0X9hEluDfpfeasmIB7Ku75eBvHhPDdEbvcsqWvg?e=grtGxz>

⁶https://f2e4ea65a51ff182257e.sharepoint.com/:b:/s/ERNLLCA/Ec905wCQIrpFuXo_aaEX1dcBvRwArt0x42pZN5gobJ0MLg?e=Yxx4qy

⁷https://f2e4ea65a51ff182257e.sharepoint.com/:w:/s/ERNLLCA/EQq_SKDKR8NNsZpL-icrEylBiPUWMTBUpc-5vU-fPUzWoQ?e=vfm0Ad

⁸https://f2e4ea65a51ff182257e.sharepoint.com/:b:/s/ERNLLCA/Ec905wCQIrpFuXo_aaEX1dcBvRwArt0x42pZN5gobJ0MLg?e=Yxx4qy

- Training⁹
- Personnel Committee Terms of Reference¹⁰
- Good Councillor Guide to Employment¹¹

Blog post about events to commemorate D-Day



A blog on the NALC website by Lee Cleaver, client account executive at Clear Councils Insurance, focuses on the invitation of local (parish and town) councils and communities to commemorate D-Day on 6 June 2024 by lighting beacons and provides guidance on ensuring safety during the event.

The safety tips include consulting with the relevant authorities, organising the event in accordance with the latest guidance from the Health and Safety Executive, and obtaining fireworks from a reputable manufacturer. The blog also highlights that there are alternative ways to engage in the D-Day anniversary celebrations.

Read the blog.¹²

⁹<https://f2e4ea65a51ff182257e.sharepoint.com/:b:/s/ERNLLCA/EWt2twvKitlOtGhsq4T8PmEBc4ITzXNlwHgFP1Ceay7LcQ?e=dEWDEo>

¹⁰https://f2e4ea65a51ff182257e.sharepoint.com/:w:/s/ERNLLCA/ERufGjyH7n1CvJDRnw5ACegB_-8dAYnoWPB8yi7U_je1kQ?e=iHxoM5

¹¹https://f2e4ea65a51ff182257e.sharepoint.com/:b:/s/ERNLLCA/EYQEQVpt9Z1BljXE7Y28i4UBK1arufHwoUNE2iZ_6CkbeA?e=eE4yP8

¹²https://www.nalc.gov.uk/news/entry/2816-lighting-a-beacon-of-peace-for-the-d-day-80th-anniversary?utm_source=MEMBERS&utm_campaign=2c6a9ec497-EMAIL_CAMPAIGN_2018_06_08_03_15_COPY_01&utm_medium=email&utm_term=0_206970988f-2c6a9ec497-379851004&mc_cid=2c6a9ec497&mc_eid=d65ee35231

NALC publishes a new council email address briefing



NALC has published a new briefing to help local councils better understand how to protect emails, password security and gov.uk domain name benefits.

The briefing is designed to help local (parish and town) councils better understand how to protect emails, password security and the benefits of having a gov.uk domain name.

NALC recommends that councils adopt a gov.uk domain name to improve professionalism within the sector and better manage information within the council. The briefing highlights the main advantages of this approach for councillors, clerks, and the public.

Read the NALC briefing.¹³

Jargon Busting in the Energy World!



Article by Utility Aid, a partner organisation of NALC

Navigating the world of Energy can be extremely challenging. There are terms and acronyms thrown around that just don't make sense. Utility Aid aims to break all of this down, so things are made simple, empowering you to make decisions on behalf of your organisation. Here are some of the key terms you may hear when exploring utilities - Utility Aid's Jargon Busters¹⁴

¹³<https://www.nalc.gov.uk/library/publications/4034-briefing-on-council-email-addresses/file>

¹⁴https://go.pardot.com/l/797413/2024-01-18/46fw5s/797413/1705578155T2BTjWf/JARGON_BUSTER_1_.pdf

If you would like to chat with Utility Aid, use the following link <https://www.utility-aid.co.uk/contactform>¹⁵ or call 0808 178 8170.

Council's New Duty to Prevent Sexual Harassment



Article by Personnel Advice and Solutions Ltd who provide HR training via ERNLLCA

From October 2024 new legislation (s40A Equality Act 2010) will create additional legal requirements for Councils, along with all Employers, to take proactive steps to prevent Sexual Harassment at Work. Councils will not be able to simply rely on paper-based training and policies within staff handbooks to defend themselves against claims of Harassment. Instead they will need to take pro-active steps to demonstrate that they are preventing the problem.

Although the Government has not yet issued a step-by-step guide as to what proactive steps are, the following Town/Parish Council specific guidance notes have been developed from the Equality and Human Rights Commissions as recommendations for all Employers.

- The Full Council, or a Committee with delegated responsibility, will need to review existing procedures, including defining what constitutes harassment, steps to take should the problem arise, protection the Council will provide to those reporting it, and sanctions against offenders. As a result, a policy and procedure that is specific to the needs of the Council should be drafted.
- Staff should be consulted on the draft policy and procedure, to get their suggested adjustments, as well as commitment to the document.
- The document should be issued to Councillors, staff and displayed in public areas.
- All Councillors and staff should either attend a briefing session regarding how the new/updated policy and procedure works, or be required to read the document and sign it to confirm that they understand and will comply with it.
- This will need to be repeated on an annual basis to ensure that the training doesn't become outdated. Provision of annual training would enable a Council to demonstrate that it has taken reasonable steps to prevent the problem. This can provide the Council with a valuable defence if it has to defend a claim of Sexual Harassment at the Employment Tribunal.
- The policy and procedure should include a simple and user-friendly reporting process should problems occur, as well as set out what action will be taken against offenders. For example,

¹⁵<https://www.utility-aid.co.uk/contactform/CHC>

Employees who are found to have committed acts of Sexual Harassment would be accused of Gross Misconduct.

- Elected Members who are accused of Sexual Harassment may have breached the Integrity Standard of the Code of Conduct. In these circumstances the Council could report the problem to the District Monitoring Officer, asking for the matter to be addressed promptly and without undue delay.

All Councillors and Employees of the Council should be fully aware of the Policy and Procedure, and understand how it can be implemented.

From October 2024 Councils could face a surcharge of 25% on top of any compensation awarded to an Employee who successfully makes a claim of Sexual Harassment at an Employment Tribunal, if a Council cannot demonstrate how they have complied with the new rules.

LAXTON VILLAGE HALL COMMITTEE

Minutes of a meeting held on Wednesday 9th May 2007

Present: James Sweeting (Chairman), Brenda Cocliff, Win Collins,
Jean Harford, George Phillips, Margaret Sweeting, Julie Walsh, Liz Wardale
and Stephen Wealthy (Treasurer)

1. Minutes of the Meeting held on 28th March 2007

The minutes were as read and agreed as a true record taken. The minutes were read through for the purpose of update.

2. Matters Arising

a) Funding – James circulated an updated paper on the status of the funding bid. A grant application totalling £99052.50 had been submitted to WREN (Waste Recycling Environmental Ltd). James went the paper highlighting the breakdown of costs which included :

- Parish Council making a request to the Public Works Loan Board (PWLb)
- WREN
- Village Hall own funds

The committee would like the parish council's full support in requesting a minimum £40,000 loan from PWLB. This loan taken over 10 years would cost each household in the parish approximately 80 pence per week, payable through the Council Tax.

The priority was to have the roof fixed this year, costing in the region of £28,000. It was envisaged that the outcome of this bid would be known early/mid June 2007.

b) Village Fete

A meeting of the sub committee had met and a date of 2nd September had been quoted but this may change due to clashes with other events. The next meeting of the group would be held on 20th June. Members were asked to contribute any old photographs for display purposes at the event.

c) Sreetons Sale

£25 to cover cleaning costs had been accidentally omitted from the invoice.

d) 10K Race

No date fixed as yet. Liaising through Goole Striders. Invitations would be sent to previous entrants.

c) Maintenance

i) Win reported that the leaking spouts had been taped as a temporary measure.

ii) Stephen would asking for a grass cut prior to the Ball in June but committee members agreed to cut it themselves before this date.

3. Future Fundraising Events

a) Car Boot Sale

This would take place on Saturday 19th May 2007 from 1 – 3pm

b) St Crux – 22nd June

Offers of help were registered. Margaret also made a request for Coke donations which were also registered.

LAXTON VILLAGE HALL REQUESTED FUNDING VIA
PARISH COUNCIL/PUBLIC WORKS LOAN
BOARD(PWLB)

- We have recently submitted a grant request to Waste Recycling Environmental Ltd (WREN), for the refurbishment of the village hall. In the submission we highlighted a total project cost of £99052.50.
- This would be funded by :-

| | |
|------------------------|------------|
| Village hall own funds | £30,815 |
| WREN | £28,237.50 |
| PWLB | £40,000 |
| | ===== |
| | £99052.50 |

- The breakdown of costs is as follows:-

| | | |
|--|-------|-------------|
| Erection of scaffolding | £2000 | |
| Removal of existing roof grade materials and exposed chimneys | | 3500 |
| Repair of existing timbers and purlin replacement | | 7000 |
| Install and fix composite roof | | 25000 |
| Install and fix new felt flat roves | | 4000 |
| Internal repairs to ceilings | | 3000 |
| Replace and repair existing rainwater and drainage pipes | | 2000 |
| Window and door replacement | | 7000 |
| Removal of existing and replacement of electrical to I.E.E Std | | 3000 |
| Removal to landfill | | 1800 |
| Removal of existing and replacement of internal walls inc insulation | | 8000 |
| Replace internal damage to joinery | | 2000 |
| Cost and install new oil/gas heating system | | 6000 |
| Create disabled ramps front and back | | 1500 |
| Make safe external pathways and re-set frontage to street | | 1500 |
| Replace flooring and insulate | | 7000 |
| | | ===== |
| | | 84300 + vat |

- We would like the parish council's full support in requesting a minimum £40,000 loan from PWLB.
- A £40,000 loan from the PWLB over 10 years, will cost each household in the parish approximately 80 pence per week, payable through the council tax.

If you have any questions please feel free to ask me.

James Sweeting (tel 07770 743078)

11 September 2007

Mrs A Devey
Clerk to the Council
Laxton Parish Council
2 Front Street
Laxton
Near Goole
East Yorkshire DN14 7TS

Our Ref: FLA 3/-/10/30 Pt5
Application No71

Dear Mrs Devey

BORROWING APPROVAL

1. I am directed by the Secretary of State to notify you that, in pursuance of her powers under paragraph 2(2) of Schedule 1 to the Local Government Act 2003, the repair and renovation of the village hall, are approved by her as a purpose for which Laxton Parish Council, "the Council", may borrow an amount not exceeding £40,000.
2. Please note that this borrowing approval authorises the Council to borrow funds up to a specified amount. However, the Council should note that this borrowing approval does not itself confer power on the Council to incur the planned expenditure. **The Council will need to satisfy itself that it does have the appropriate power before the expenditure is incurred.**
3. This approval is given subject to the following conditions, and any borrowing by the Council in breach of any of these conditions will not be authorised by this approval:
 - (a) the Council may borrow only for the purpose specified in paragraph 1 above;
 - (b) borrowing under the authority of this approval must be undertaken within the period of the approval. If the date of the approval (given above) is on or after 1 April and on or before 30 September, the period of the approval is a period of six months starting on the date of the approval. Otherwise the period of the approval is a period starting on the date of the approval and ending on the last day of the financial year within which the approval is given;
 - (c) any borrowing by the Council after the end of the period of the approval will not be authorised by this approval;

Department for Communities and Local Government
Capital Finance and Analysis Division
5/J2 Eland House
Bressenden Place
London
SW1E 5DU

Tel 0207 944 4238
Fax 0207 944 4239

NR/01/n1482

DESIGN AND ACCESS STATEMENT

Planning and Development Control
East Riding of Yorkshire Council
County Hall
Beverley
East Riding of Yorkshire
HU17 9BA

19th December 2023

Dear Sir / Madam,

APPLICATION FOR LISTED BUILDING CONSENT FOR THE FORMATION OF AN INTERNAL SINGLE DOOR OPENING TO LINK THE BAR AND LIBRARY ON THE GROUND FLOOR AT SALTMARSHE HALL, WEST LANE, SALTMARSHE, EAST RIDING OF YORKSHIRE, DN14 7RX.

nineteen47 have been instructed by Mr. and Mrs. Whyte ('the Applicants') to submit an application for listed building consent for the proposed internal alterations to East Riding of Yorkshire Council ('the LPA').

This submission is accompanied by a Heritage Statement prepared by Humble Heritage which assesses the proposal in the context of the Grade II* Listed Saltmarshe Hall and should be read in conjunction with this letter.

Background

Saltmarshe Hall is a 19th century stately home set in 17 acres of mature parkland in the Yorkshire countryside. Formerly a private residence, Saltmarshe Hall is now a boutique hotel comprising 14no. luxury bedrooms with further accommodation in ancillary buildings. The Hall also has an extensive wedding/function venue offering with a number of reception rooms available all year round.

The Applicants purchased Saltmarshe Hall in 2012 which at this time was a private residence which had lacked any significant investment since the 1970's. To date, a substantial sum has been invested into the restoration of the property on an incremental basis as and when the business has been in a position to do so. Whilst from the outset it has been the ambition to create a unique, high-quality destination hotel, due to the significant costs of achieving this, improvements have been brought forward on a piecemeal basis.

As set out in the accompanying Heritage Statement, the building has been transformed through sensitive restoration, alteration and extension into its current form. Most recently, planning permission and listed building consents were granted to install an external doorway, internal WC facilities and a 30no. vehicle car parking area within the grounds of the Hall.

The proposals are discussed below and within the accompanying Heritage Statement and shown on the accompanying plans.

The Proposals

As shown on the accompanying plans, it is intended to create a single leaf door opening through the internal wall between the library and the bar at ground floor level. The library forms the south-east corner of the ground floor and can be accessed from both the stairhall and drawing room adjacent. It forms one of the three principal spaces from the east front and is popular amongst guests. On the other hand, the bar is located in the former 'gun room' to the immediate west of the library. This room can also be accessed from the hallway with an internal link through to a staff area further west.



Figure 1 – Aerial View showing location of the library and bar within Saltmarshe Hall

The intention is to improve the internal circulation for both staff serving drinks to guests dining and attending events and also to improve circulation for guests. Within the bar, the cupboard doors will be removed and placed into storage and steelwork will be inserted on padstones to support the opening to be formed. Within the library the end bookcase along the west wall will be remade with a secret hidden 'jib' door through to the bar. This enables the two spaces to be separated when required.

The aforementioned work will link the bar and library to improve internal circulation and better link the bar to the entertaining and relaxation spaces within the Hall. It will therefore support the hotel business and wedding/function venue at Saltmarshe Hall, which provides much needed investment and maintenance to the Hall and provides for its sustainable long-term future. Furthermore, the proposed work is modest in nature and scale and will result in modest public benefits in improving the legibility of the bar area as a former gun room and through improving circulation.

The accompanying Heritage Statement concludes that the heritage significance of the library and the contribution that it makes to the overall significance of the Hall will be preserved, and the heritage significance of the bar and the contribution that it makes to the overall significance of the hall will in part be enhanced and in part preserved.

In summary, the works identified above, and in the accompanying Heritage Statement, are all considered to be well conceived and will contribute to the continued success of the existing business. Fundamentally, it is not considered that there will be any harm from a heritage perspective and there is an opportunity to secure small scale benefits. There is not considered to be any material planning considerations or technical constraints which would preclude consent being granted for these works.

Summary

In summary, listed building consent is sought for the formation of an internal single door opening to link the bar and library. This will improve internal circulation and better link between the bar and the entertaining and relaxation spaces within Saltmarsh Hall. This will support the hotel business and function venues at the Hall, which consistently provides much needed investment and provides for the continued success of the business and its sustainable long-term future.

As has been demonstrated within the accompanying Heritage Statement, the heritage setting, and significance have been fully considered and it has been concluded that the proposals will not result in any harm.

In support of this submission, please find attached the following information;

- Heritage Statement prepared by Humble Heritage
- Flood Risk Assessment Statement prepared by nineteen47
- Ground Floor Bar Knock through Existing Plan & Elevations (drawing no: EGG346-01-01)
- Ground Floor Bar Knock through Proposed Plan & Elevations (drawing no: EGG346-02-01)
- Ground Floor Plan Proposed Work Zone (drawing no: EGG346-03-01)
- Existing Library Unit Joinery Details (drawing no: EGG314-04-01)
- Title/Location Plan

We trust that sufficient information has been provided, but please do not hesitate to get in touch should you have any queries.

Yours faithfully



Nathan Rillie

Graduate Planner

Nathan.rillie@nineteen47.co.uk

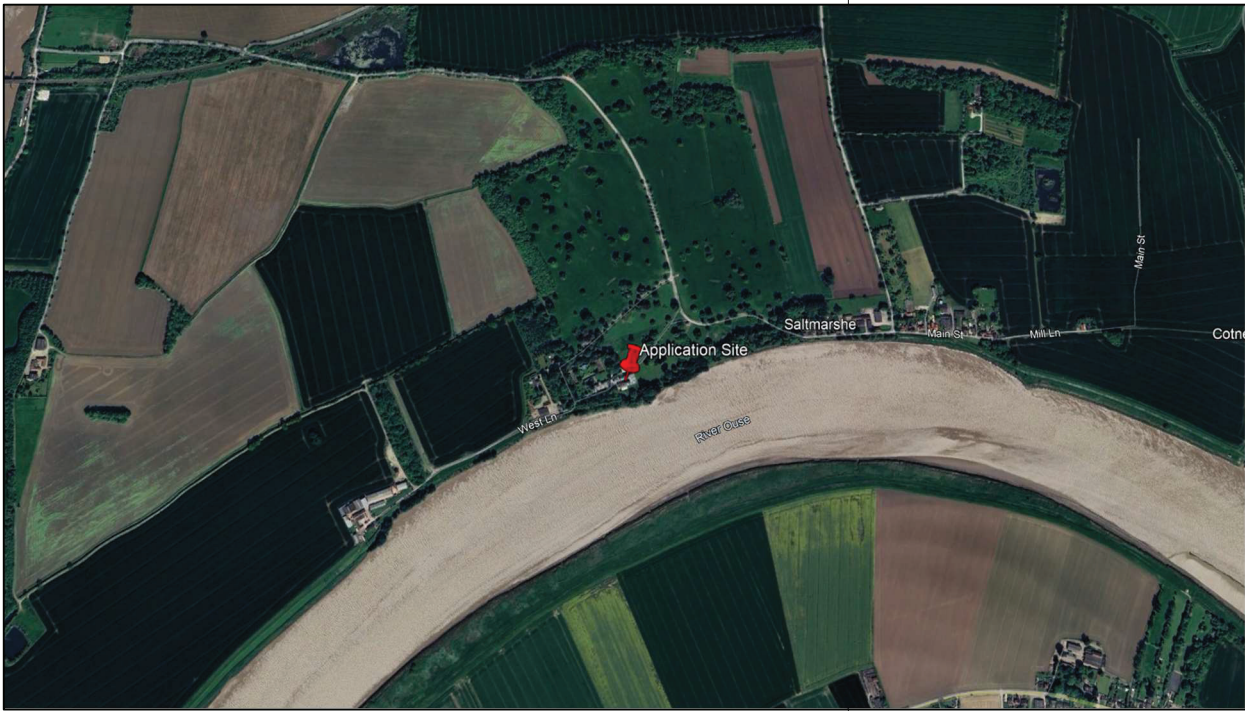
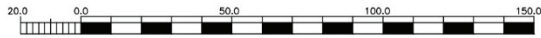
Site Location Plan

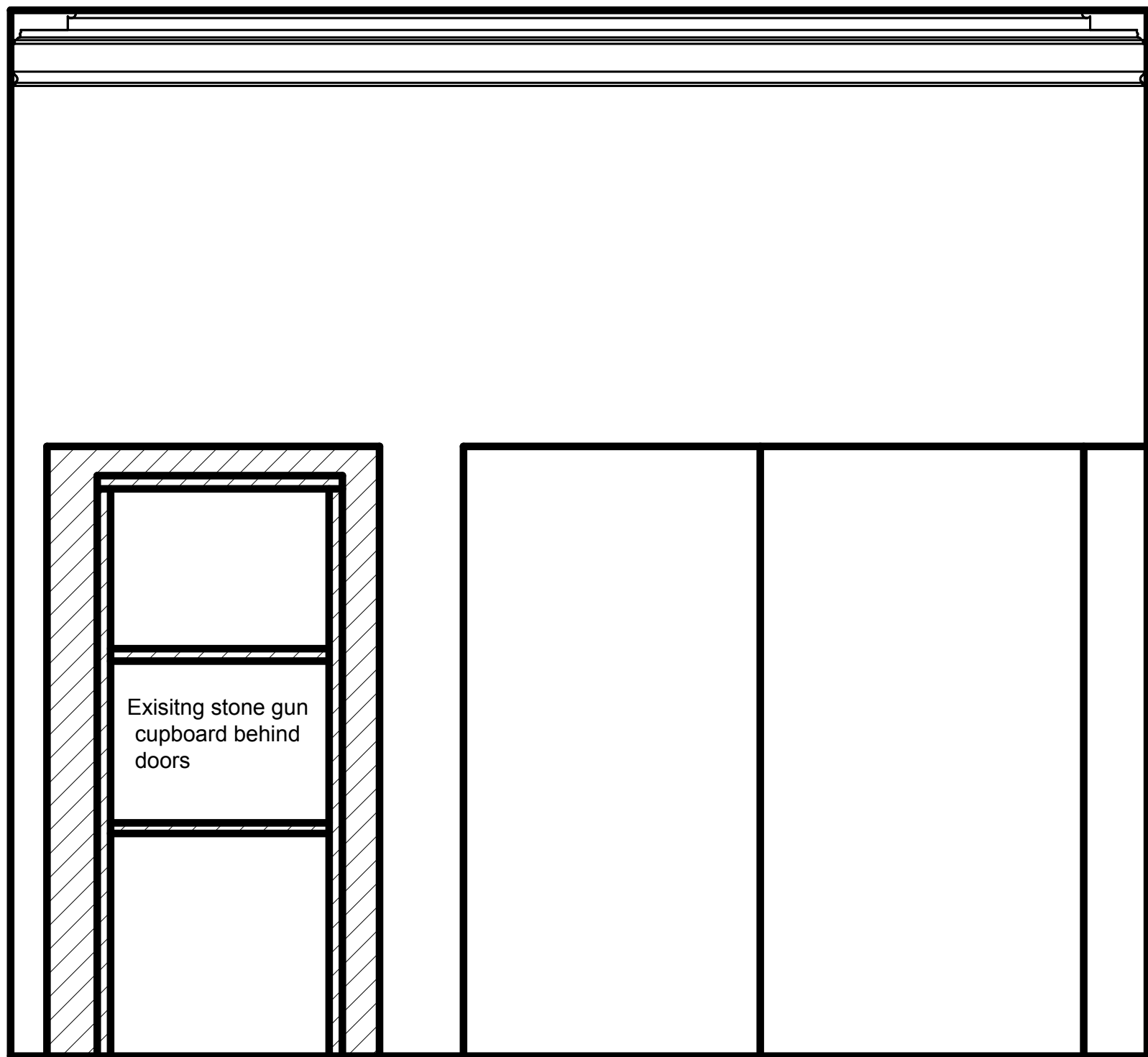
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Date: February 2024

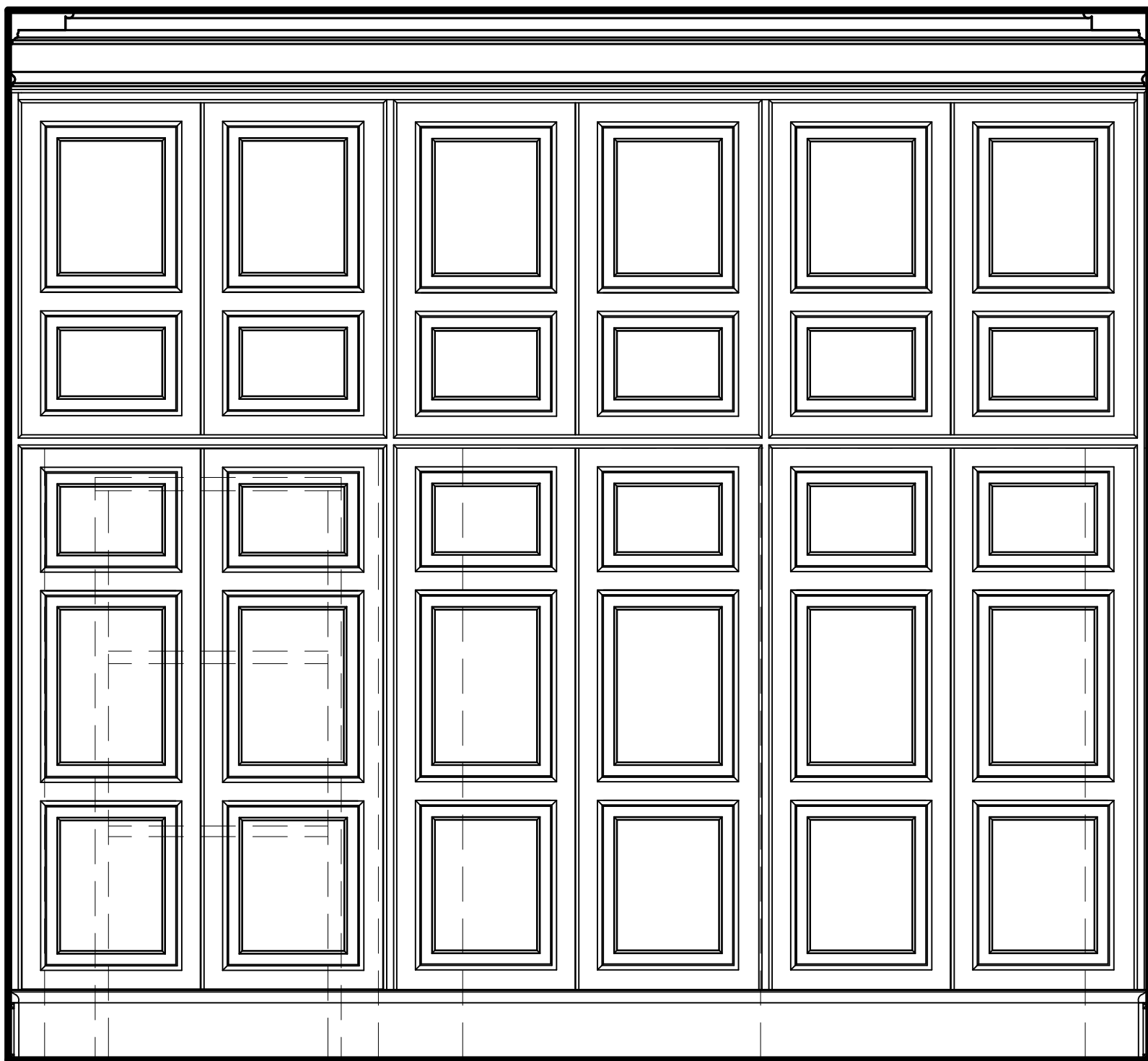


Google Earth Extract

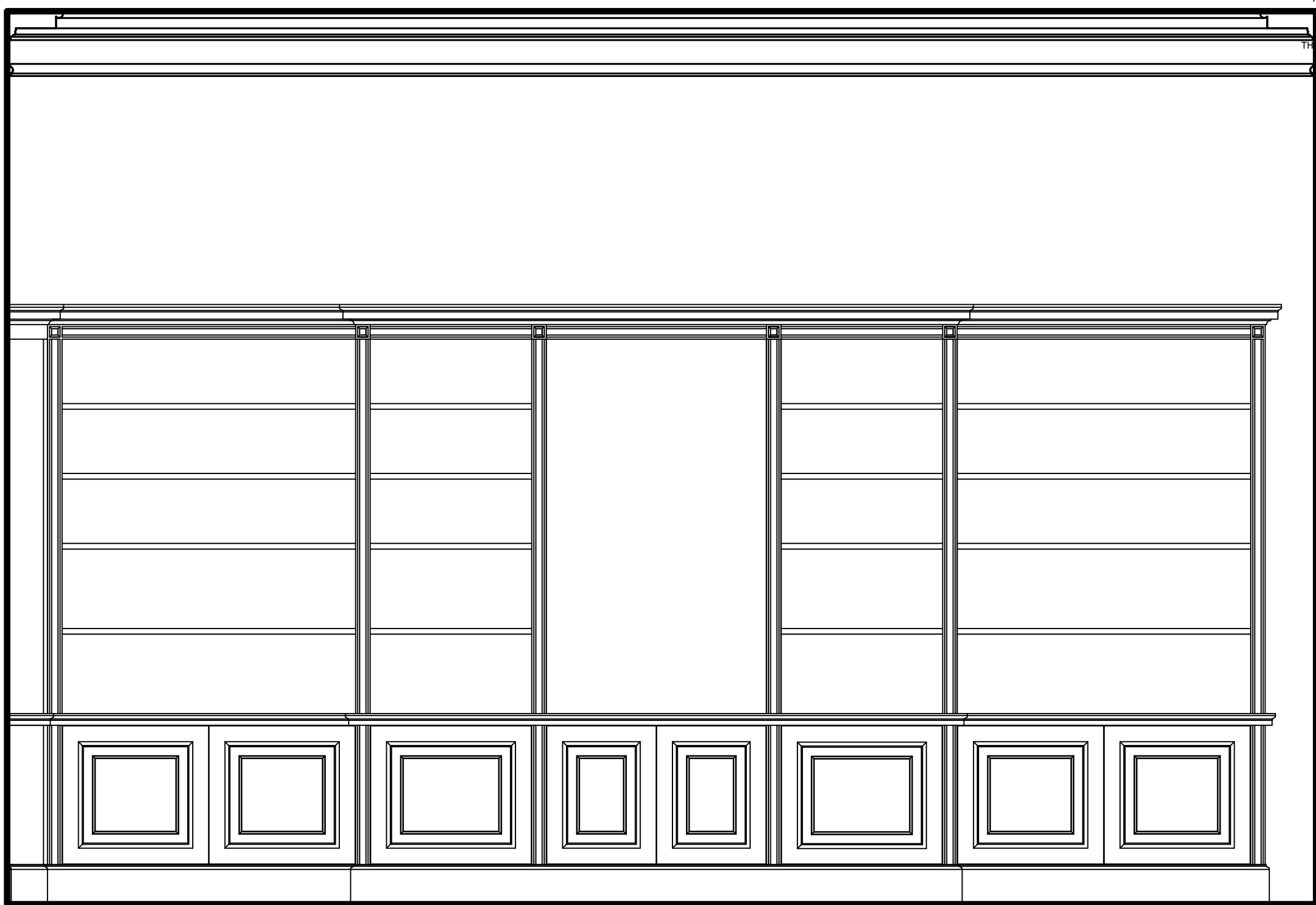




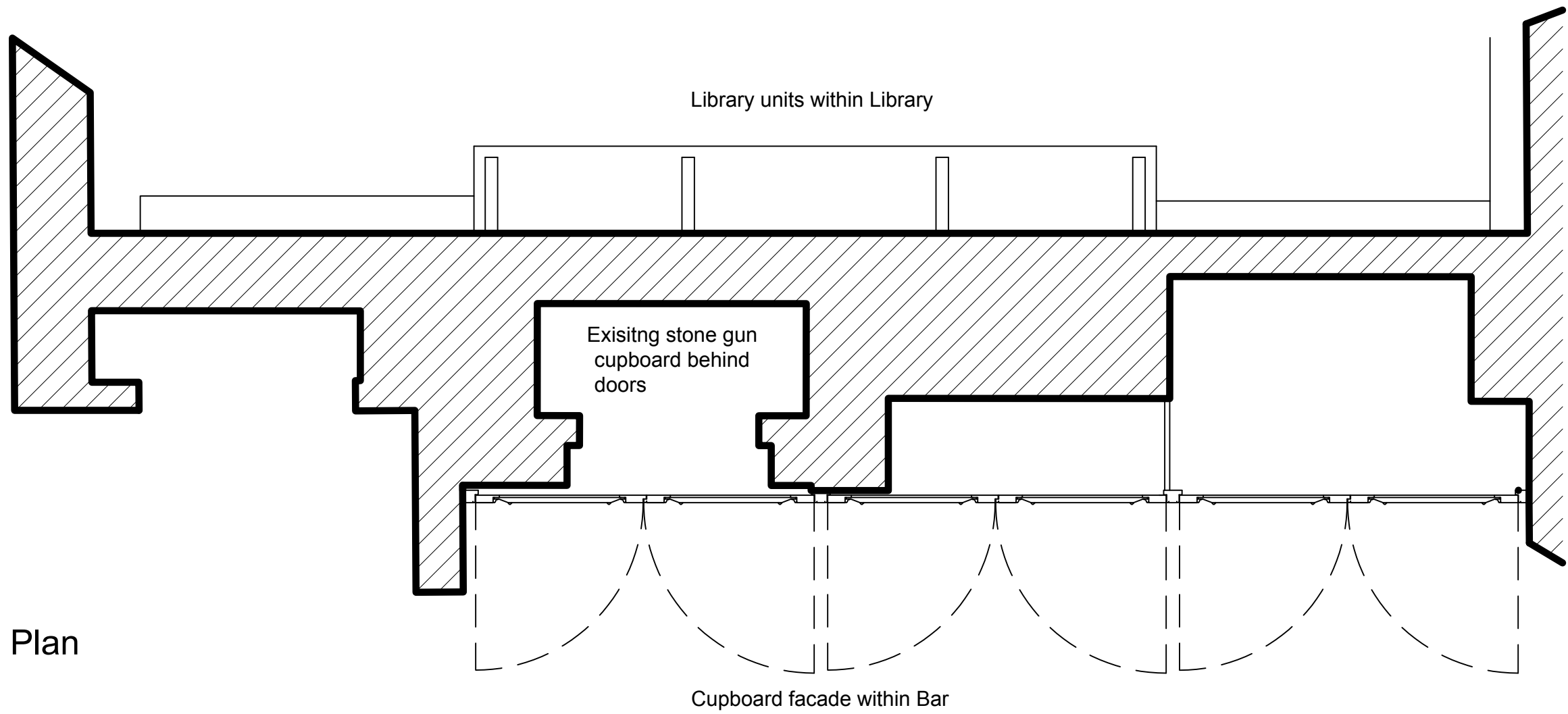
Structural Elevation behind cupboard facade (Bar)



Cupboard facade (structure dashed behind) Bar



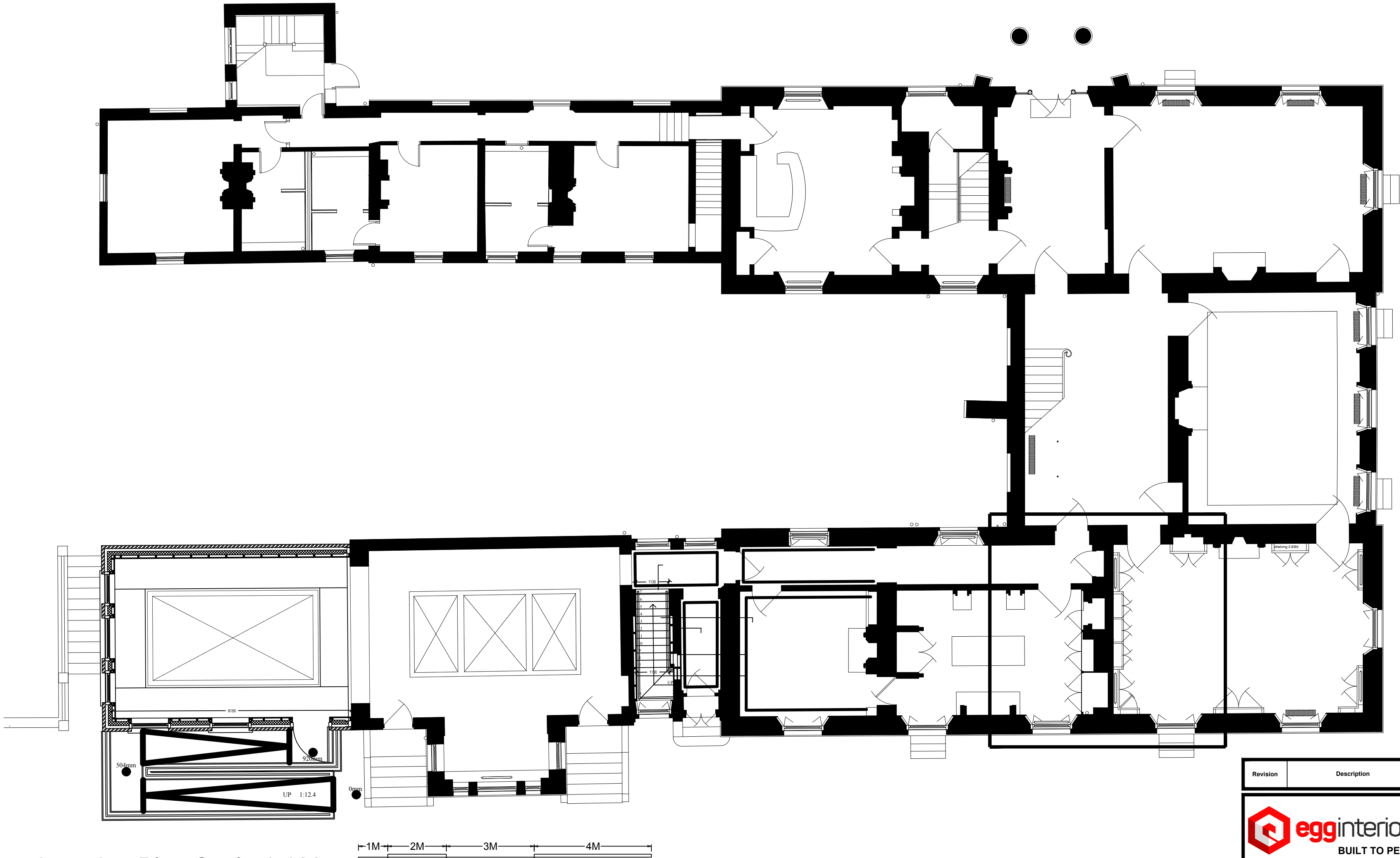
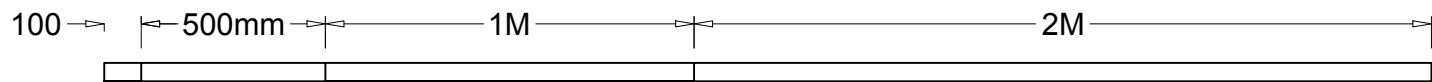
Library Unit within Library



Plan

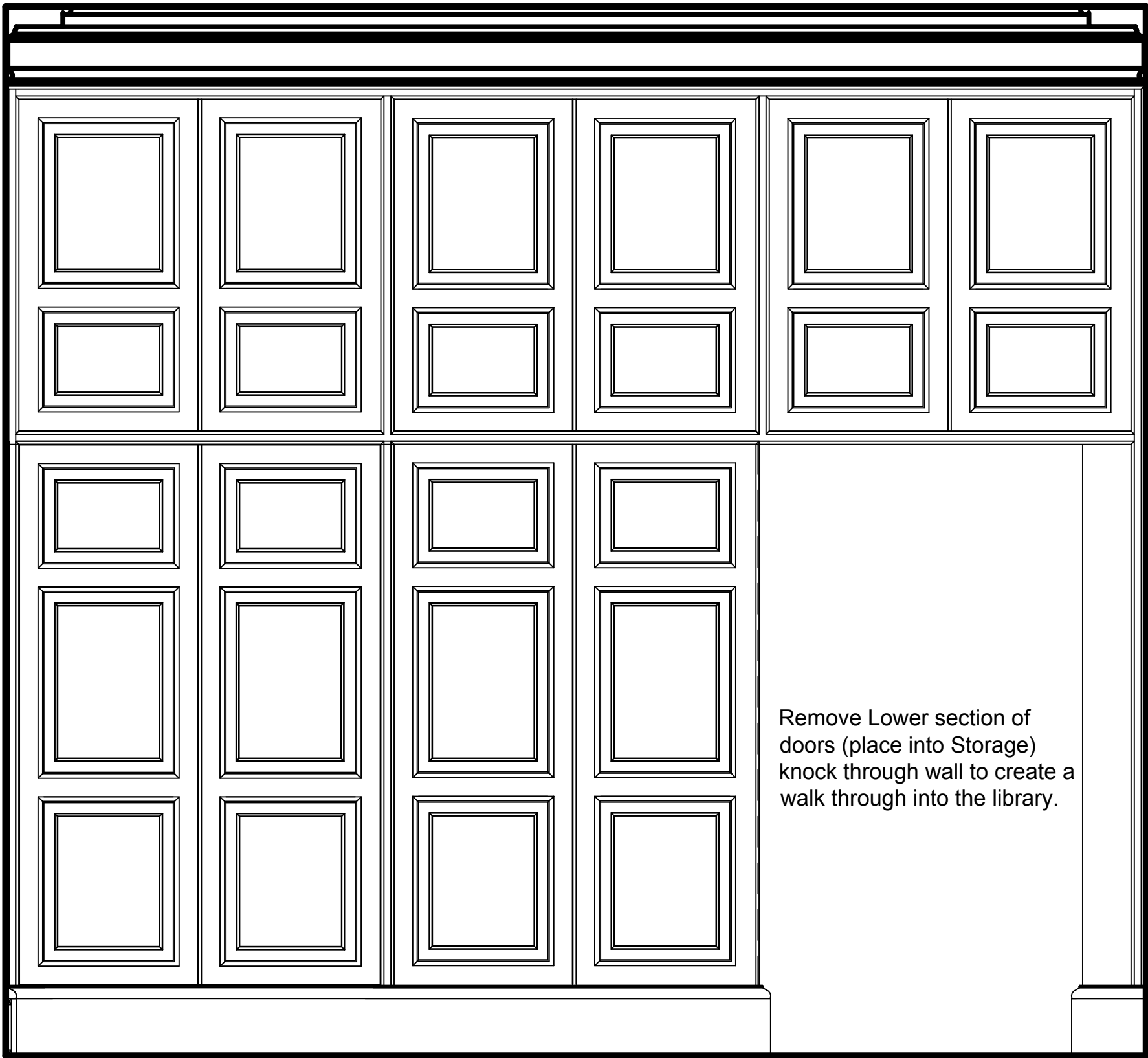
Notes;

The house construction was completed in 1825 we believe the cupboard doors were added to the room in circa 1860, evidence of these being a later addition to the room can be seen by the original stone gun cupboard shown dashed behind the cupboard doors on the above drawing, the door to the gun cupboard would have been in-operable had the cupboard doors been installed as the house construction was completed, there is also evidence of inscriptions to the rear of the cupboard doors starting with the earliest inscription being in 1865 providing further evidence to the later installation of the cupboard facade.

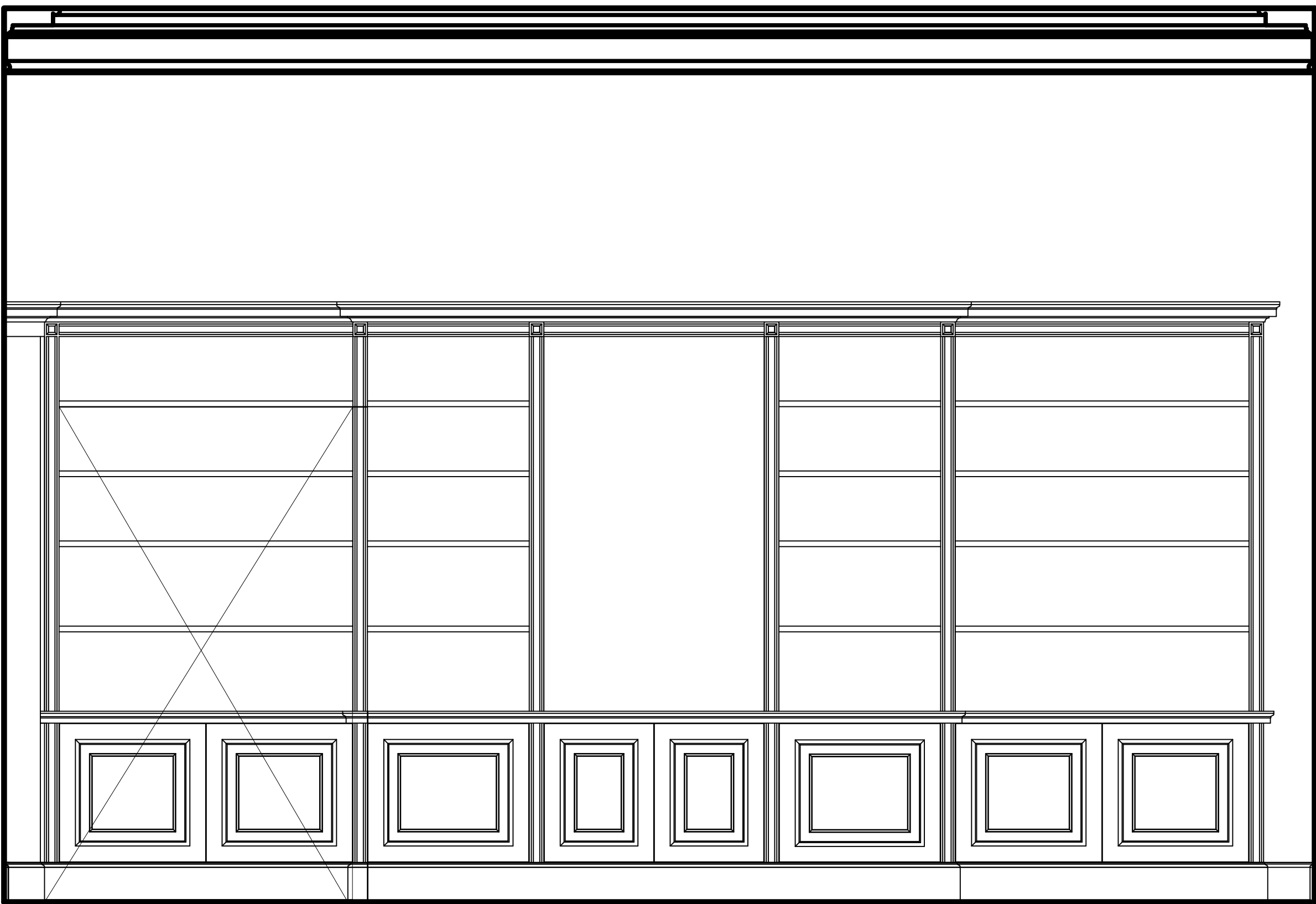


Location Plan Scale 1:100

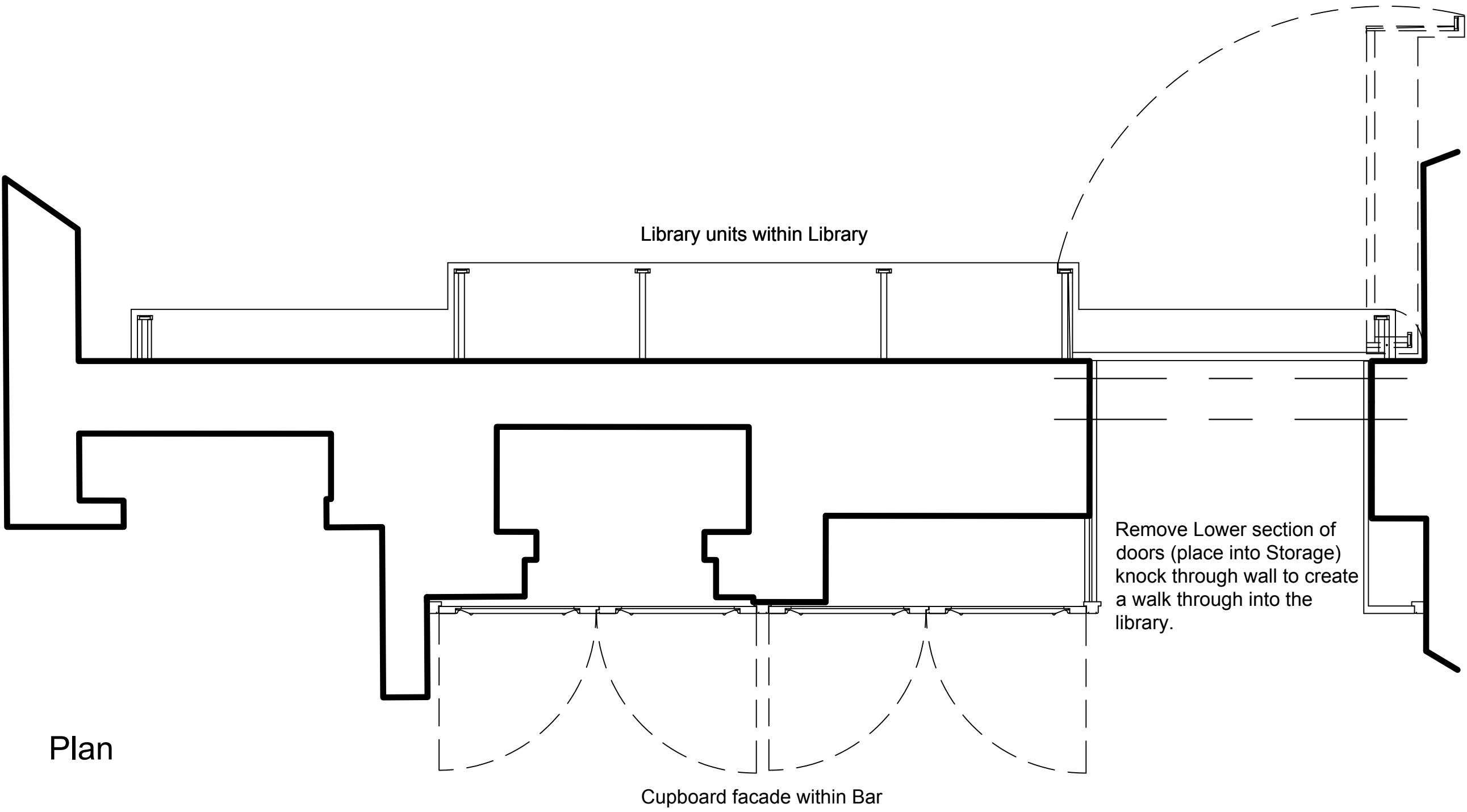
| Revision | Description | Date |
|---|-----------------|---------------------------|
|  BUILT TO PERFECTION... | | |
| Project Mr & Mrs Whyte Saltmarsh Hall | | |
| Title Ground Floor Bar Knock through Existing Plan & Elevations | | |
| Drawn by SD | Checked by - | Date 23/05/23 |
| Drawing Number EGG346-01-01 | | Scale 1:20 Revision |



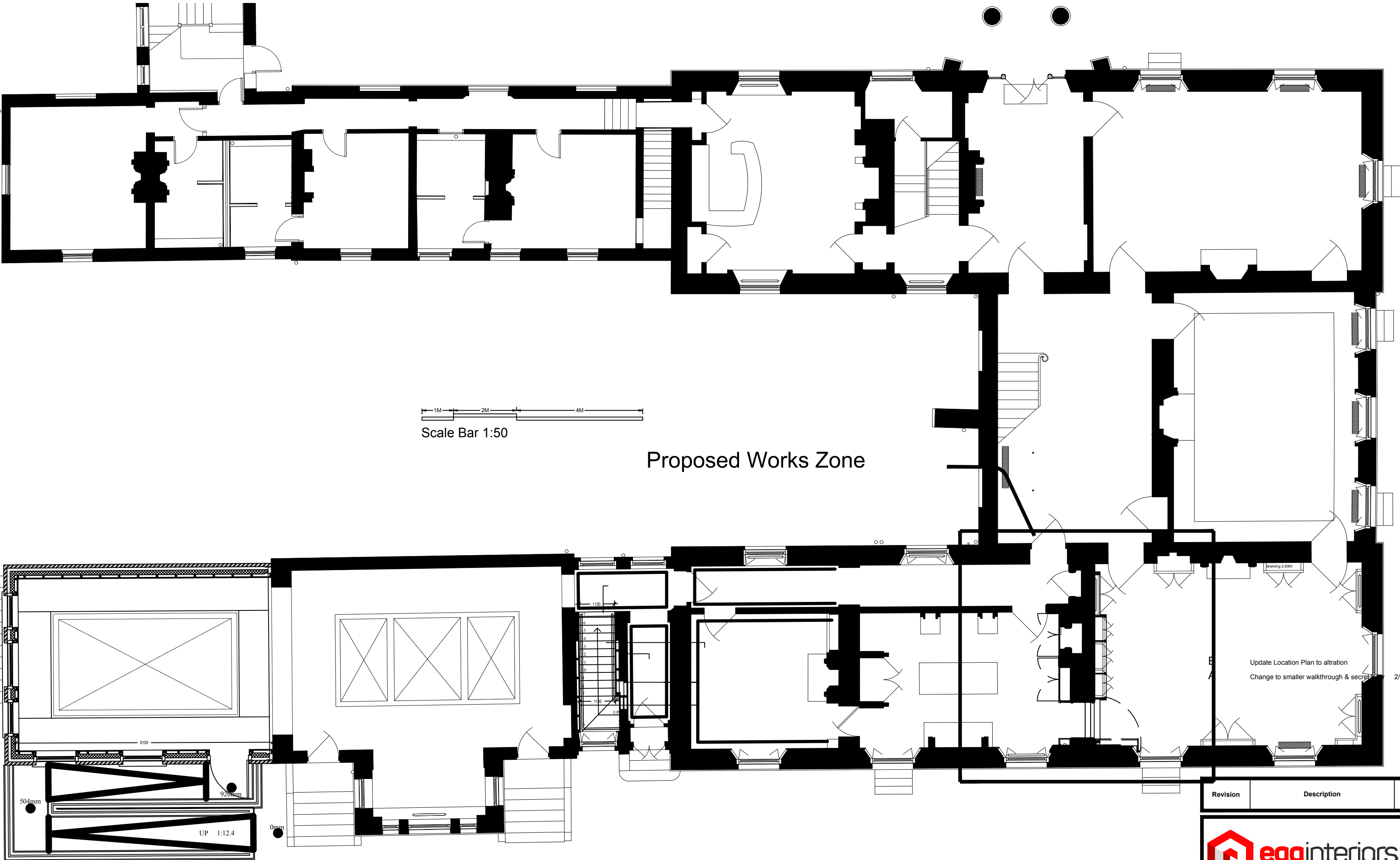
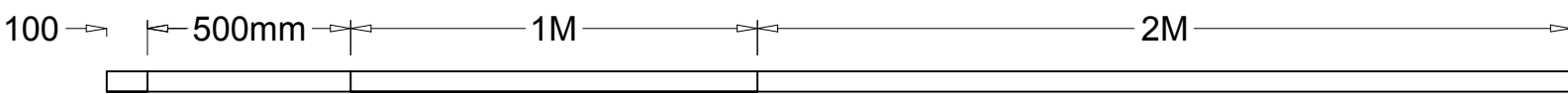
Bar Elevation



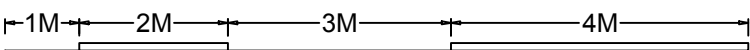
Library Elevation



Plan



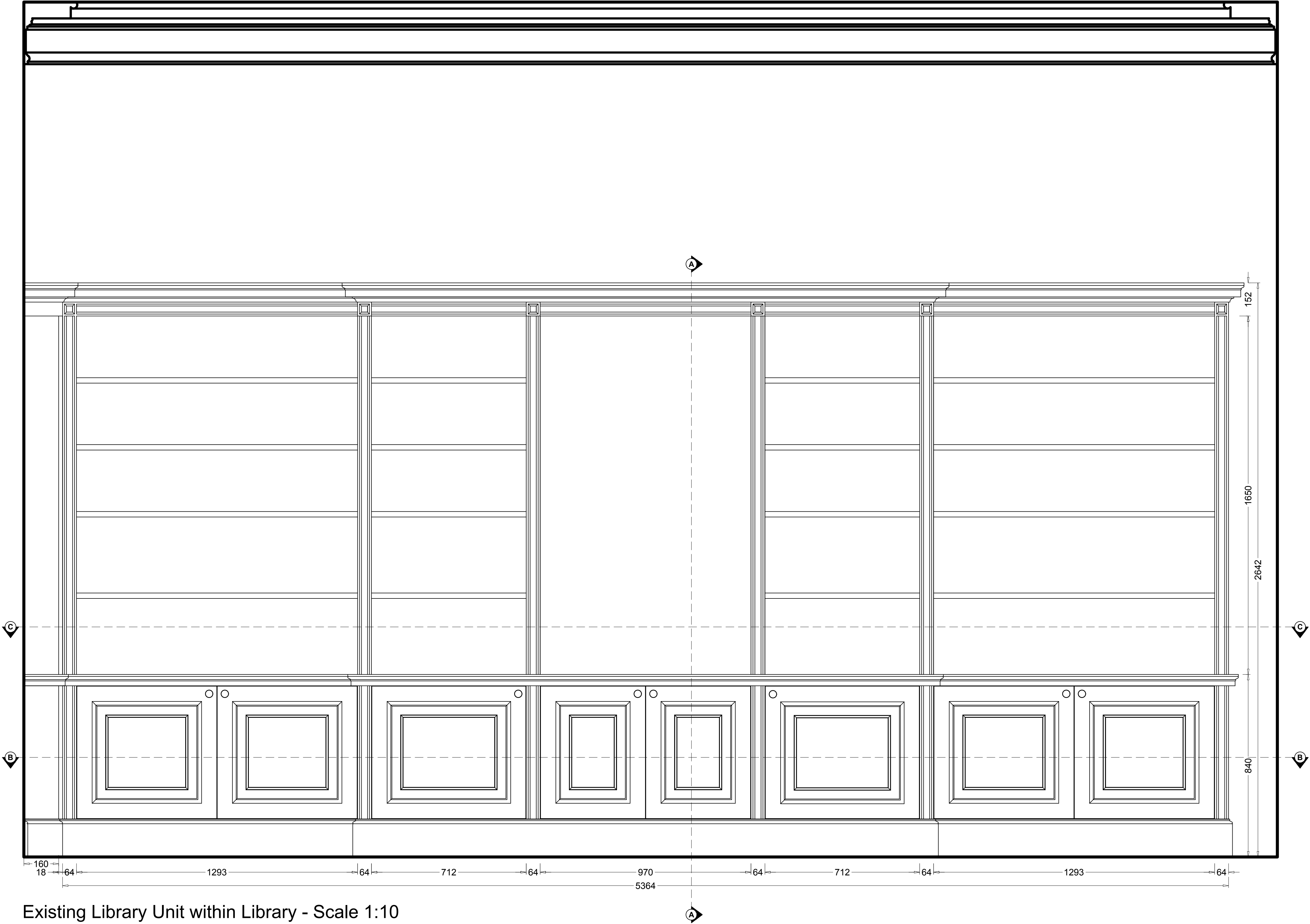
Location Plan Scale 1:100



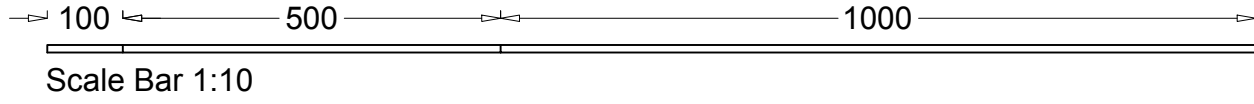
| Revision | Description | Date |
|---|--------------|-----------------------|
|  BUILT TO PERFECTION... | | |
| Project Mr & Mrs Whyte Saltmarsh Hall | | |
| Title Ground Floor Bar Knock through Proposed Plan & Elevations | | |
| Drawn by SD | Checked - | Date 08/05/22 |
| Drawing Number EGG346-02-01 | | Scale 1:20 & 1:100 |
| | | Revision B |




A Show Proposed Works 8/2/24

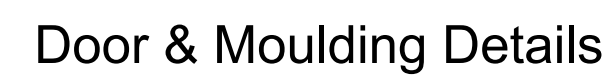
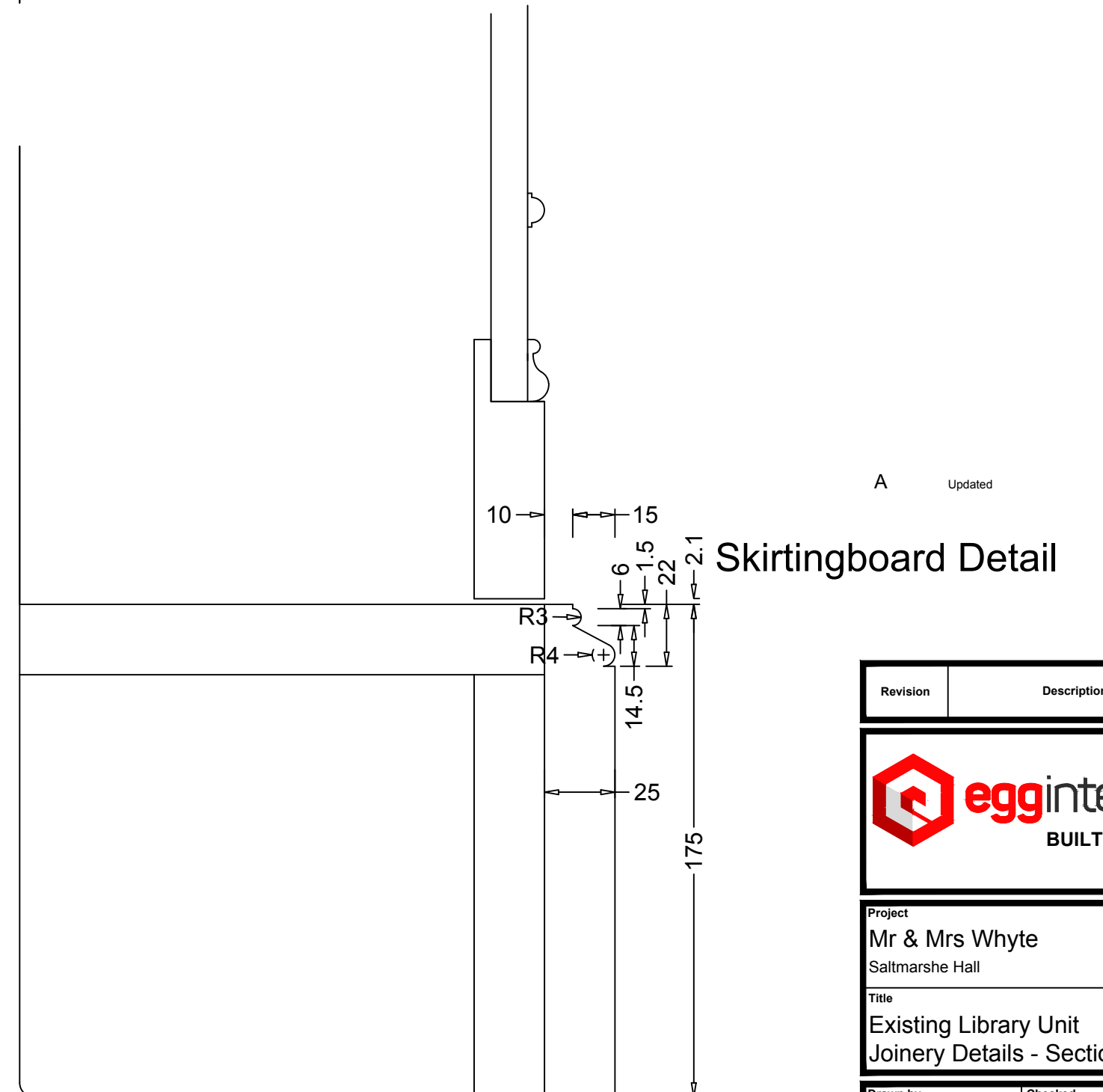
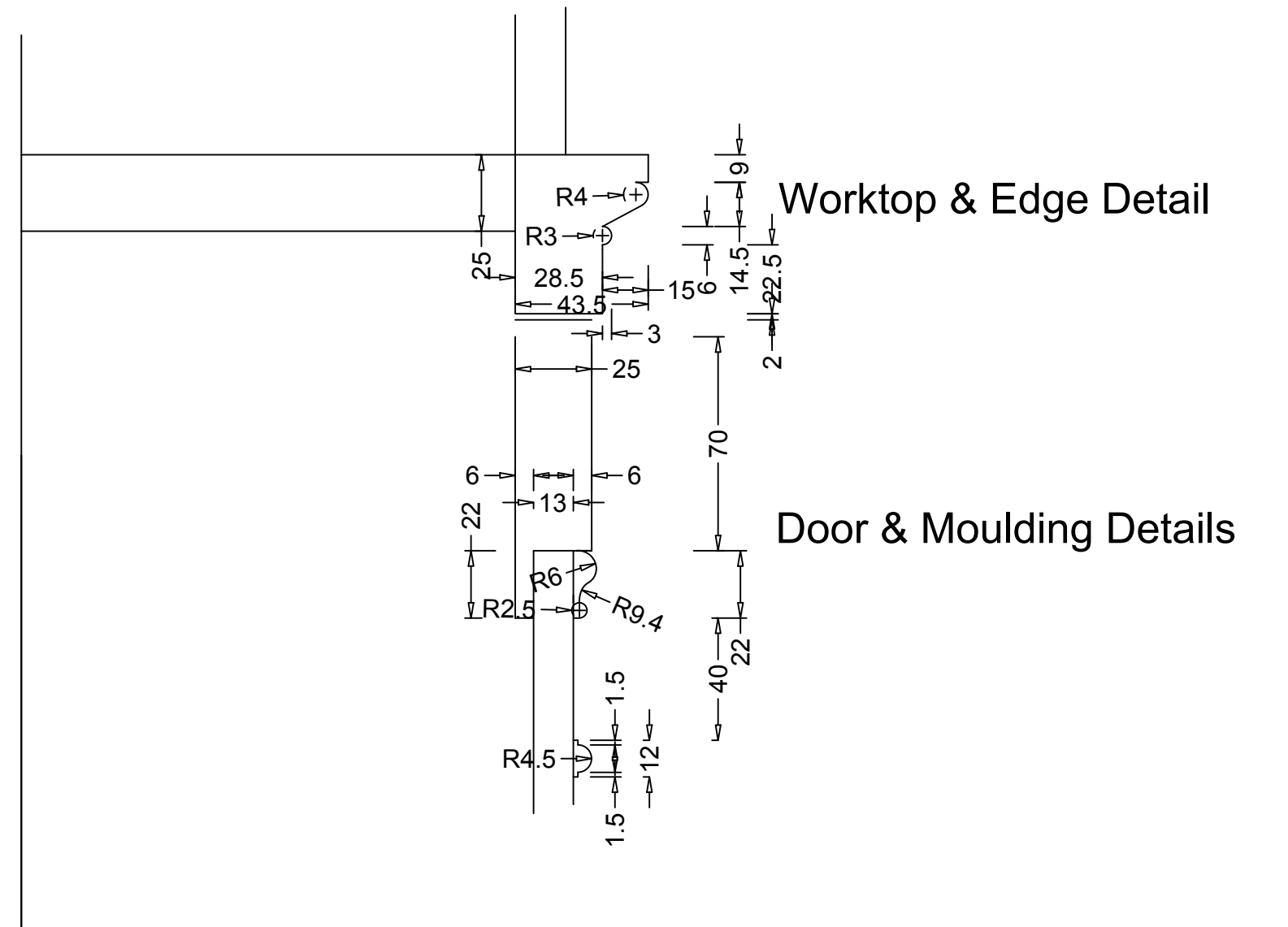
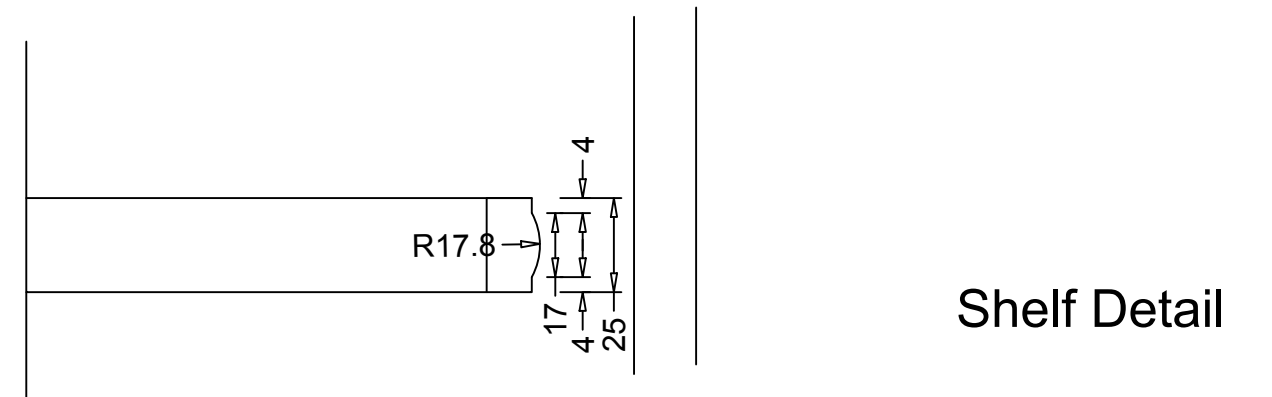
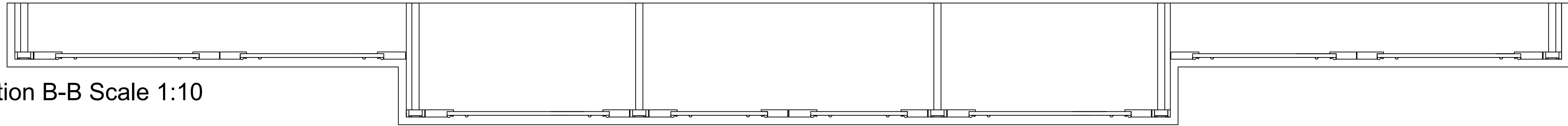



Existing Library Unit within Library - Scale 1:10



A See 346-04-02 for section details 8/2/24

| Revision | Description | Date |
|--|--------------|---------------------------|
|  BUILT TO PERFECTION... | | |
| Project Mr & Mrs Whyte Saltmarsh Hall | | |
| Title Existing Library Unit Joinery Details - Elevation | | |
| Drawn by SD | Checked - | Date 22/01/24 |
| Drawing Number EGG346-04-01 | | Scale 1:10 & 1:5 at A1 |
| | | Revision A |



| Revision | Description | Date |
|---|---------------|----------|
| <div> egginteriors BUILT TO PERFECTION...</div> | | |
| Project | | |
| Mr & Mrs Whyte Saltmarshes Hall | | |
| Title | | |
| Existing Library Unit Joinery Details - Sections | | |
| Drawn by | Checked | Date |
| SD | - | 22/01/24 |
| Drawing Number | Scale | |
| EGG346-04-02 | 1:10 & 1:5 at | |
| | Revision | |
| | A | |

Top Pivot Hinge Position

Secret Door Position

Bottom Pivot Hinge Position

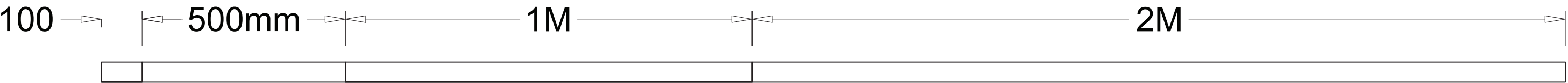
Library Elevation


Pivot Hinge Position

Library Plan



Proposed Pivot Hinge Details



| Revision | Description | Date |
|---|---------------------|------------------|
|  BUILT TO PERFECTION... | | |
| Project Mr & Mrs Whyte Saltmarsh Hall | | |
| Title Existing Library Unit Joinery Details - Proposed | | |
| Drawn by SD | Checked - | Date 22/01/24 |
| Drawing Number EGG346-05-01 | Scale 1:10 at A1 | Revision |

Laxton Parish Council

Accounts for Payment - March / April 2024

Payments made to be noted

| Payee | Details | Total | VAT |
|---------------------|------------------------|--------------|------------|
| Laxton Victory Hall | Bonfire Grant | 250 | |
| Clerk | Replacement Defib Pads | 67.80 | - |
| Councillor Goulden | D-Day Flag | 12.70 | |
| Clerk | Replacement Defib Pad | 67.80 | TBC |

Receipts to be noted

| Payer | Details | Total |
|--------------|----------------|--------------|
| Tenant | Allotment Rent | £50 |

Payments to be Authorised

| Payee | Details | Total | VAT |
|--------------|-----------------|--------------|------------|
| HMRC | PAYE | 91.20 | |
| Alan Bravey | March and April | 137.20 | |