

# GILBERDYKE PARISH COUNCIL

## Summary Notes of the (Ordinary) Meeting of the Parish Council Tuesday 21<sup>st</sup> July 2020 at 7.00pm

As a point of procedure, it is noted that the July meeting of Gilberdyke Parish Council was held as a remote meeting managed by Zoom, due to ongoing restrictions as a result of the Covid-19 pandemic.

### **In Attendance**

Cllr N Norris (Chair)  
Cllr P Byran (V-Chair)  
Cllr E Morrison  
Cllr P Robinson  
Clerk: Andrew Crabbe

### **Apology**

Cllr C Newsome  
Cllr J Jessop  
Cllr K Cooper  
Cllr P Buckle  
Cllr D Mansell  
Cllr K Woollass

Meeting was also joined by Ward Cllr, Victoria Aitkin

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### **1. Apologies – to receive, note and agree**

Clerk noted apologies were received from Cllrs Jessop, Cooper, Mansell and Newsome.

**Meeting Note:** It was subsequently identified that Cllrs Buckle and Woollass had struggled to access Zoom although this was resolved at a later meeting in the week.

### **2. Confirmation of previous Parish Council meeting minutes**

Cllrs noted that the last physical meeting was held in February 2020 – since then the Clerk had been issuing periodical updates on the Action Plan and outcomes.

### **3. Any declarations of interests or letters requesting dispensation to be agreed by the Clerk**

None beyond those previously declared and noted – also see Planning Application Item.

### **4. Financial Report and Accounts**

Clerk noted that the PC accounts remained solvent and stable – Cllrs had been sent a copy of the monthly report prior to the meeting and were asked if they had any questions / queries. None were asked. The monthly report can be found as Appendix 1.

### **5. Public participation (15 mins max, or 3 mins per person/topic)**

No members of the public were in attendance

### **6. Correspondence (a) For noting (b) For action**

Clerk noted correspondence would be raised in other parts of the meeting

## **7. Planning Applications to be considered**

Clerk confirmed receipt of three applications – he had received no comments or observations from Cllrs. As a point of procedure meeting noted the declaration of Cllr Robinson with regard to 20/01844/PLF (Sunny Croft). Clerk confirmed that he had advised ERYC of this and that the correct procedure had been observed with regard to this declaration. The Planning Report can be found as Appendix 2.

## **8. Matters arising – to consider new and on-going issues and decide further action if necessary:**

### **Ongoing**

#### **8.1 Cllrs will be given an opportunity to review and discuss the current Action / Project Log (All)**

Clerk had previously emailed this to Cllrs – several matters were ongoing / outstanding and Cllrs would continue to be updated by email in-between meetings. Cllrs had no comments on the current action plan beyond those listed below

### **New**

#### **8.2 Discussion on decision to end the Joint Working arrangement with Newport PC with regard to the Youth Project and for Cllrs to determine way forward (All).**

Cllr Norris provided a summary update of the current situation with regard to the Youth Project, in so far as the Parish Council had issued notification to Newport PC of the proposed ending of the Joint Working arrangements and for Gilberdyke PC to seek the agreement of Newport PC for the former to take over the management and administration of the Youth Project. If Newport PC were not in agreement to this proposal, then Gilberdyke would seek to establish its own Youth Project.

Cllr Norris continued that Newport PC had subsequently advised of their conditional agreement to the proposal subject to the setting up of a Joint Working Party (JWP) to determine the strategy and future of the Youth Project.

Cllrs discussed at length – several agreed with a statement read out from Cllr Cooper in his absence, that he felt that the recent Cllr vote meant that Gilberdyke would break away from Newport and he felt this should be honoured. Several Cllrs agreed with this statement and Ward Cllr Aitkin commented that although she agreed to chair any Joint Working Party, she felt that the current relationship with Newport could make matters quite difficult. Concerns were also raised about the number of ‘meetings outside of meeting’s and emails exchanged between individual Cllrs of both Parishes and Cllrs agreed that going forward matters had to be more formal and through proper channels, ensuring all Cllrs were informed and involved and decisions were only made as a voting consensus of Cllrs and duly recorded as such.

In light of the strength of feeling amongst Cllrs, it was agreed that it would be appropriate to include more Cllrs in the decision making for such an important matter, and therefore it was agreed to hold a further meeting on Thursday, 23<sup>rd</sup> July

Meeting Note – this meeting was subsequently held (remotely) and attended by all Cllrs except for Cllrs Jessop, Newsome and Cooper. A summary of the outcome / decision of this meeting follows:

Cllrs noted a new development in the matter was that the Clerk had been informed of the resignation of all three Youth Workers employed by Newport PC due to advised issues of concern with their management. Cllrs expressed concern over this and it was agreed that the Clerk should speak to the Youth Project Leader and advise her of proposals for the future of the Youth Project in an attempt to reassure the team.

Cllrs considered the situation with the Youth Club and discussed at length. In summary Cllrs agreed unanimously that prior to any Joint Working Party, to seek agreement from Newport PC to a number of points of understanding on which the JWP would be held and these points were subsequently sent to Newport in the form of a letter (dated 24<sup>th</sup> July) with a request that a response to the points of understanding was received by the Clerk by close of business on Friday 31<sup>st</sup> July.

The points requiring agreement are as follows:

1. that Gilberdyke PC will take over sole management and admin of the Youth Project from a mutually agreed date (to be decided)
2. that all current finances relating to the Youth Project will be transferred to Gilberdyke, with associated records by a mutually agreed date (to be decided).
3. that all procedural and framework documentation will be transferred to Gilberdyke PC by a mutually agreed date (to be decided) – we would note Gilberdyke PC currently have no records at all
4. that the Youth Project will be open to young people from Newport as well as other local villages
5. Gilberdyke PC accept the establishment of an advisory / consultative ‘Youth Project Committee’ to which Newport PC will be invited to send representatives - this Committee will also invite attendees from other possible stakeholders such as the police, ERYC, and the Youth Project employees themselves.

The purpose of the Committee will be to discuss and advise on matters relating to the Youth Project, however Gilberdyke PC reserve the right (through majority vote of Cllrs in a public forum) to make all final decisions and strategy relating to the Project.

6. That the three Youth Workers employed by Newport PC will transfer their employment to Gilberdyke PC by means of a TUPE process. This will be subject to full (individual) consultation with those affected, at a date to be mutually agreed by both Newport PC and Gilberdyke PC.

7. Gilberdyke PC will seek a financial contribution from Newport PC to the Youth Project, the details of which to be discussed and agreed by both Parish Councils.

### **7.3 Proposal by Cllr Jessop for inspection of drainage and pipes**

Cllrs agreed that it was about the right time of year to have the drains inspected and instructed the Clerk to contact the Drainage Board and request that this was carried out. Decision was proposed by Cllr Robinson and seconded unanimously.

### **7.4 Grass Cutting and Hedges (Cllr Morrison)**

Cllr Morrison raised concerns with how the grassed areas of the village looked following grass cutting, especially on windy days where the cuttings went over pavements and roads. At moment the contractor was appointed only to cut the grass and not collect cuttings.

Cllrs discussed and agreed to instruct Clerk to contact Peter Coates and see if this was something, he was able to do and to provide a cost for doing so. Cllr Robinson noted that collecting of grass cuttings may require additional equipment which needed to be borne in mind.

## **8. Reports: (Cllrs may wish to submit a written update prior to the meeting in order to facilitate the remote meeting)**

### **8.1 GDLA**

Cllrs noted the absence of Cllr Ken and therefore this report would be moved to the next meeting

### **8.2 War Memorial Hall**

Cllr Bryan updated Cllrs that following guidance from their insurers, the Memorial Hall Committee was in the process of carrying out a risk assessment with a view to opening in early August.

### **8.3 Jubilee Pond**

Cllrs noted that there was work outstanding on damaged slats on the pond which were still under warranty and also bench which the contractor had promised had not been installed yet.

Cllrs also noted that many of the caps were either loose or had been removed although it was uncertain if this was as a result of vandalism and therefore not covered under warranty. Clerk confirmed he had spoken to Contractor, Kitchens who had promised to complete the outstanding work by Friday 24<sup>th</sup> July – Clerk was instructed to bring up the issue of the missing caps as well.

Cllr Morrison noted that there were also issues with some of the trees which neighbours were complaining of overgrowth and restricting light in their homes – a large weeping willow was a particular issue. Cllr Morrison continued that the hedges also needed cutting back.

Clerk advised he had spoken to Cllr Buckle on this matter who had advised he was not getting anywhere in having these addressed. Clerk had left messages on several occasions for Peter Coates but had received no response. Clerk had subsequently advised that he was on the point of contacting other contractors when Danny Naburn had contacted him and it was agreed that Mr Naburn would contact Cllr Buckle and arrange to visit site and look at what needed to be done.

At the time of these notes being submitted it is understood that a meeting between Cllr Buckle and Mr Naburn has taken place and the Clerk is waiting for a quote to be submitted.

#### **8.4 Orchard Paddock**

Clerk noted that reports continued with regard to the poor state of the allotments and he was proposing to go have a look himself. Cllr Norris asked the Clerk to ensure Cllr Newsome was involved in this visit as he had been instrumental in setting up the allotments.

Clerk to provide a report for Cllrs to consider and discuss via email and at the next meeting in August.

#### **8.5 Youth Project**

As above

#### **8.6 Burial Committee**

Cllrs discussed that this matter remained as prior to the Covid-19 Pandemic (March 2020) when Newport had written to Gilberdyke PC to advise that they were proposing to dissolve the Joint Burial Committee and arrangements between the two parishes. Clerk confirmed that at the time Gilberdyke had sought a meeting to understand why this was, and also the two Clerks had met and appeared to make progress in resolving perceived issues, mainly with the settlement of an outstanding cheque. It was noted that the Newport Clerk had since left and no further communications had taken place (largely due to the pandemic).

Cllr Robinson advised that he believed there was still opportunity to continue to work with Newport and he was aware that a number of Newport Cllrs were keen to do this. Cllr Robinson continued that the arrangement between the two parishes had been in place successfully for many years and it would be shame to end this.

Cllr Norris suggested that steps should be taken to revisit the situation with Newport and the matter should be discussed in greater detail at the August meeting

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**Date of Next Meeting and if it will be held remotely will be advised in due course**

**Signed as a true record ..... Date .....**  
**Cllr Nick Norris**

## Appendix 1: Financial Report for June 2020 (presented at July Meeting)

Gilberdyke Parish Council		June	
Presented at July 2020 Meeting For the Month of			
From:	Parish Clerk		
To:	Parish Councillors		
<b>Box 1</b>		<b>Box 2</b>	
<b>Current Account (923)</b>		<b>Outstanding Cheques</b>	<b>Amount</b>
<b>Opening Balance as of end of May 2020 (Statement No. 405)</b>		ERNLCA - Annual Membership Subscription	£859.25
<b>Transactions in June 2020</b>			
<b>Debits</b>		<b>Cheques uncashed at point of Bank Statement issue</b>	<b>£859.25</b>
<b>Date Cashed</b>	<b>Cheque No.</b>	<b>Paid to and Reason</b>	<b>Amount</b>
12-Jun-20	2726	Terry Wilcox - Salary for June 2020	£483.79
15-Jun-20	2725	Christopher Johnson - Salary for June 2020	£483.79
16-Jun-20	2716	Cheque to Peter Coates for Grasscutting (2 x Cuts in May)	£480.00
24-Jun-20	2718	Nu Lawn Landscapes (Payment for Green Lane)	£3,300.00
26-Jun-20	2724	Andrew Crabbe - Salary for June 2020	£420.10
26-Jun-20	2727	Andrew Crabbe - Reimbursement for Stamps (12x1st Class & 12x2nd Class)	£16.92
<b>Credits</b>			
<b>Date of Credit</b>	<b>Reason</b>	<b>Amount</b>	
17-Jun	Network Raid Payment - contribution to Green Lane Project	£2.00	
26-Jun-20	Network Raid Payment - contribution to Green Lane Project	£2,000.00	
Summary of bank transactions =		Balance as of end May 2020 =	£68,526.82
		Total spend in June (presented) =	£5,184.60
		Credit Received in June 2020 =	£2,002.00
		<b>*Total balance in bank as of end of June 2020=</b>	<b>£65,344.22</b>
		* as per Bank Statement 405	
<b>Box 3</b>		<b>Box 4</b>	
<b>New Cheques Issued at July 2020 Meeting</b>		<b>Summary of PC Accounts until end of July 2020 (Actuals &amp; Forecasts)</b>	
		<b>No.1 Account: Current Account (923)</b>	
Cheque to Peter Coates for Grasscutting (2 x Cuts in June)	£480.00	<b>a Bank Balance at end of May (verified by Statement 405) =</b>	<b>£68,526.82</b>
Terry Wilcox - Salary for July 2020	£483.59	<b>b Total Spend in June 20 (cashed) =</b>	<b>£5,184.60</b>
Christopher Johnson - Salary for July 2020	£483.59	<b>c Uncashed Cheques from June 2020</b>	<b>£483.79</b>
Andrew Crabbe - Salary for July 2020	£420.30	<b>d New Cheques issued at July 2020 meeting</b>	<b>£2,820.48</b>
Netwise UK - payment for new website set up and first year maintenance	£899.00	<b>e Forecast Spending for end of July 2020 (which is box b, c and d added) =</b>	<b>£8,488.87</b>
Autela Payroll Services - (three employees) - Q2	£54.00	<b>f Credit Payments made in June 2020</b>	<b>£2,002.00</b>
		<b>g Forecast of Balance for end of July 2020 (which is box e deducted from box a, added to box f) =</b>	<b>£62,039.95</b>
		<b>Total cheques to be issued at the July 2020 Meeting =</b>	<b>£2,820.48</b>
<b>Box 5</b>			
<b>Business Reserve Accounts</b>			
<b>Account No.1 -958</b>	<b>Balances</b>		
<b>Balance as of 5th June 2020</b>	<b>£121,494.97</b>		
Interest	£1.07		
<b>Balance as of 30th June 2020</b>	<b>£121,496.04</b>		
<b>Account No.2 - 294</b>	<b>Balances</b>		
<b>Balance as of 5th June 2020</b>	<b>£51,182.75</b>		
Interest	£0.45		
<b>Balance as of 30th June 2020</b>	<b>£51,183.20</b>		

## Appendix 2: Planning Report for July Meeting

### Gilberdyke Parish Council

#### Planning Application Report for July 2020 (updated as of 3<sup>rd</sup> July 2020)

For full details of applications, use the public planning portal at ERYC

<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/>

Type in 'Gilberdyke' for the location and 'current' applications

Location & Applicant:	Planning Ref:	Proposal:	Status:	Observations / Comments:
Wood View Anserdam Lane Sandholme Mr Paul Leighton	20/01511/PLF	Change of use of land to residential curtilage for Wood View, erection of extension and covered seating area to existing garage/storage building and alterations and extension to means of access including piping of dyke	Full Planning Permission	 Wood View Anserdam Lane Sandf <b>Obs Date -16<sup>th</sup> July</b> <b>CLRs noted no objections subject to there been none from neighbours / anyone effected by the planning application</b>
Sunny Croft Clementhorpe Road Gilberdyke Mr Paul Robinson	20/01844/PLF	Erection of a 3.3 metre high BBQ chimney Flue with High Facing Brickwork Piers and approval for new and metal railing infill between existing brickwork piers	Full Planning Permission	 Sunny Croft Clementhorpe Road C <b>Obs Date - 20<sup>th</sup> July</b> <b>CLRs noted no objections subject to there been none from neighbours / anyone effected by the planning application</b>
Old Butchers Shop Main Road Scalby Mr Craig Tate	20/01739/PLF	Proposal: Erection of a two-storey extension to the rear	Full Planning Permission	 Old Butchers Shop Main Road Scalby ufn <b>Obs Date – 24<sup>th</sup> July</b> <b>CLRs noted no objections subject to there been none from neighbours / anyone effected by the planning application</b>
<b>Completed Applications (Granted or Refused)</b>				



