**GILBERDYKE PARISH COUNCIL**

**Summary Notes of the (Ordinary) Meeting of the Parish Council**

**Tuesday 25th August 2020 at 7.00pm**

**As a point of procedure, it is noted that the August 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 Bryan (V-Chair) Cllr C Newsome: Cllr E Morrison: Cllr P Robinson: Cllr D Mansell: Cllr P Buckle: Cllr K Woolass

Clerk: Andrew Crabbe

Meeting was also joined by Ward Cllr, Victoria Aitkin

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1. **Apologies and Chair to confirm Quorum**

Cllrs noted apologies from Cllr Jessop and Cooper. No apology was received from Cllr Bates.

1. **Approval of Previous Month’s Minutes and Signing by Chair**

Cllrs confirmed they had received a copy of the Minutes from the Clerk and all agreed they were a true (summary) record.

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

None beyond previously advised. Cllr Robinson noted that his property neighboured that of one of the planning applications to be discussed at tonight’s meeting. This was duly noted and Cllr Robinson did not take part in decision making in this application.

1. **Financial Report and Accounts**

Clerk presented the financial report for July and forecast for end of August. Clerk confirmed there were no concerns with the accounts and finances and the Parish Council remained solvent and stable.

A copy of this report can be found as appendix 1 to these minutes

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

Cllrs noted no members of the public in attendance

1. **Any correspondence requiring discussing**

Clerk advised there was nothing beyond matters being discussed in the meeting.

Cllr Robinson noted he had received an email from a resident advising she had written to the Clerk regarding an overgrown bush outside her property. Clerk advised he had not received this but would check his spam mail. Cllr Newsome would attend the property and provide further information to the Clerk.

1. **Planning Applications to be considered**

A copy of the planning report can be found as Appendix 2 to these minutes, however Cllrs discussed the following application in detail:

Lyndhurst Main Road Gilberdyke (Applicant: Mr Gary Richardson)

Clerk reminded Cllrs this related to the complaint received by the Parish Council in July re: the removal of a hedgerow – the matter was being dealt with ERYC Wildlife Team who had reported two issues, one was the removal of the hedgerow without planning permission and the other was a police matter relating to possible offences under wildlife protection legislation

Chair commented that he felt that there were too many instances of people doing what they wanted and only putting in planning applications when they were found out. Chair continued that he felt that the PC should insist that the hedgerow be replaced.

Cllrs discussed a point detailed by the applicant that the hedgerow had only been there less than 12 years….. Cllrs agreed this was incorrect and that the hedgerow had been in place for approximately 30 years – supported by photographic evidence. Cllr Newsome commented he came to the village 25 years ago and the hedgerow was there then – Cllr Newsome continued he fully supported Chair’s proposal that the hedgerow should be replaced.

Clerk reminded Cllrs that during the earlier investigation the applicant had advised the reason he was removing the hedgerow was because the Drainage Board were asking him to clear a dyke…. However, Cllrs heard that the dyke in question drained in the opposite direction – it was also duly noted that the applicant had not provided any evidence to support his claim that the Drainage Board had instructed him to remove the hedgerow.

Chair recommended that the Parish Council contact ERYC and advise they were aware that the hedgerow had been in place for 30 years, and Cllrs were concerned at the fact that the hedgerow had been removed without permission – Cllrs agreed that the Clerk should put a form of words to Cllrs for approval before the closing date.

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

**Ongoing**

**8.1 Update and discussion on Youth Project *(All)***

Cllrs discussed the ongoing project of establishing a youth service (following the dissolving of the joint Youth Project by Newport PC) at length - the following are the main points from these discussions:

* Chair formally proposed a six-month trial of the Youth Project. This was seconded by Cllr Robinson and Cllrs in attendance unanimously agreed to this.
* Cllrs agreed that a subcommittee would be formed to agree strategy / aims / objectives of the Youth Project. Cllrs also agreed the appointment of Cllrs Norris, Bryan, Robinson, Woolass and Mansell to the sub-committee.
* Cllrs discussed the purpose of the (six months) timeframe of the project and agreed that within this period decisions would be made with regard to the employment of the three Youth Workers, purpose / aims / objectives and the viability of the whole project - all Cllrs agreed the importance of involving the Youth Workers in the latter.
* Cllr Byran proposed and Cllr Woolass seconded the draft Contracts of Employment, Job Descriptions and Budget and which had been sent to Cllrs earlier for approval – the Clerk was duly authorised to progress with issuing the Contracts and JDs…… all Cllrs in attendance unanimously agreed to this,
* Referring to an earlier email from ERYC with regard to specific roles and responsibilities with the Youth Project, Cllr Robinson commented that he felt this was a priority - Cllrs agreed that roles would be determined and recommended by the sub-committee as one of their first actions.

Cllr Robinson advised that he felt it was important to set up the role of Safeguarding Officer immediately and put himself forward for the role – all Cllrs agreed to this.

* Cllr Newsome commented that he felt the Parish Council should explore the possibility of the project being managed by an external body such as a charity – Cllr Newsome believed this was something which was in place with other Parish Councils. Cllrs agreed that the purpose of the six-month trial was to look at the various options available, one of which might indeed be to pass over management of the project to an external body, but at this point to continue with the Parish Council managing the project.
* Cllrs discussed the outcome of a recent Zoom meeting with ERYC and Smile Foundation which those in attendance felt was very positive, especially in terms of the amount of support from these bodies. The Clerk reported that they were offering procedural and framework templates which meant that the PC didn’t have to ‘reinvent the wheel’…. The meeting had also provided some bullet point areas which could form the basis of an agenda for the new sub-committee.
* Cllr Robinson proposed that the Parish Council agreed to increase the Clerks hours of work by 10 hours per week in acknowledgement of the extra work involved – Clerk suggested this should be part of the trial and on temporary basis for the 6 months. Proposal seconded by Cllr Woolass and unanimously agreed by Cllrs in attendance.
* Chair and Cllr Robinson advised that a draft press release had been created with regard to the Youth Project…… it was agreed that this draft would be circulated by the Chair to all Cllrs and the Clerk for any suggested amendments.

**8.2 Update and discussion on repairs to pond *(All)***

Carried over from the previous meeting in which concerns had been raised with regard to outstanding work at the village pond: Cllrs Morrison / Buckle confirmed that this work was now largely completed (although Cllr Buckle had had to do some of the structural work himself).

Some of the greenery work had been completed but an overhanging branch on the willow tree had not been done and the hedge had not been cut. Clerk reminded Cllrs that the contractor had declined to cut the hedge back to the level Cllrs had voted on, and therefore an alternative contractor was needed.

Cllr Buckle advised that he was prepared to cut the hedge but needed somewhere to dispose of the cuttings. Cllr Robinson advised that he was prepared to deal with this.

Cllrs agreed that the Clerk should co-ordinate this happening.

**8.3 Update and discussion on proposal for resident only fishing permits scheme *(All)***

Carried on from the previous meeting at which Cllrs were considering implementing a resident only fishing permit scheme for the pond, due to concerns for overfishing and inappropriate fishing by what was believed to be persons from outside of the village

Cllr Morrison commented that he felt that excluding children from other areas was limiting and unfair…. Cllr Robinson agreed and proposed that any ‘residents only’ permit should be only for adults and young people under 16 should be allowed to fish there no matter where they came from.

Cllr Newsome proposed that this matter should be looked into by two Cllrs who would make recommendations with regard to a scheme – he felt that the Parish Council should seek the advice of the Angling Trust’s representative, Mark Gregory. Clerk advised that he had tried on several occasions to contact Mr Gregory by email and telephone but had received no response.

Cllrs discussed the matter at length and agreed that the Clerk should prepare a draft scheme to be presented at the next meeting for their approval

**8.4 Update and discussion on allotments** ***(All)***

Carried over from the previous meeting, Cllrs discussed a report produced by Cllr Newsome and the Clerk on the allotment following complaints that the plots were in a state of ‘unkempt’ and residents were asking if they were vacant The report made recommendations that the current tenants should be approached and asked their intentions – also that if they wished to continue it was suggested that they release one plot each in order for new tenants to take over. Going forward that all plots should be kept in reasonable condition in line with tenancy agreements.

Cllrs unanimously agreed to the recommendations and instructed the Clerk to proceed.

**New**

**8.4 Request for dog bins / general bins in Sandholme *(All)***

Clerk referred Cllrs to an email he had forwarded relating in which a resident had asked the Parish Council to consider placement of bins in the Sandholme area as there had been an increase in dog walkers / walkers in general.

Clerk confirmed there was money in the budget to finance this and Cllrs agreed this was a reasonable request - Cllr Newsome suggested a bin at either end of Sandholme and Cllr Robinson suggested Cllrs who had previously been involved in bridleways / pavement matters look at this and bring back proposals to the next meeting.

**8.5 Discussion on September format of Parish Meeting *(All)***

Clerk noted that some Parish Councils were holding physical meetings again although the majority were still holding remote meetings – his concern was that both ERNLLCA and NALC were advising to continue with remote meetings – if Parish Councils wanted to hold physical meetings then a risk assessment would be necessary to ensure social distancing and other safety measures. Clerk continued that in light of the above his recommendation was that the Parish Council should continue with remote meetings

Clerk acknowledged remote meetings were not without problem and two Cllrs had not been able to attend, but this had to be balanced against the risk of infection….. no matter how effective a risk assessment was, the risk could not be entirely removed. Clerk would contact Cllrs Jessop and Cooper to ask if there was any support they required to enable them to take part in the remote meetings - as the Government had recently passed legislation legalising remote meetings until April 2021, he believed this would be a long-term arrangement for the foreseeable future. Chair noted that several of GPC were considered to be vulnerable and therefore he agreed the risk of holding face to face meetings was too high.

Cllrs agreed unanimously that future meetings should be held remotely and monitored each month, keeping an eye on Government / ERNLLCA guidance.

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

**9.1 GDLA**

Cllr Cooper provided the following report to Cllrs in his absence

* New pavilion finished
* New bar completed and new furniture on site
* We have about £1000 for new patio furniture.
* CCTV ,1 new cam. 1 cam moved to cover new area and 5 new indoor cams in pavilion.
* £11200 spent on fertilizer and field dressing as recommended by FF senior groundsman who as been and looked at the field.The recommendation is to spend £10000 a year for the next 5 years .( Some grant and some gdla money)
* Working towards a grant for £30000 to replace containers with a purpose build 3 shutter door building.
* In the process of applying for a bar license.
* Problems with rabbits so we have pest control in to get rid. We may have to start culling pigeons as we're getting overrun.
* On 20th July we held our AGM (all covid rules adhered to ). Main point is that Dave Brandon has taken over secretaries job to replace Jeannie who has many other things going on, many thanks for all your past work Jeannie.
* Finally will you consider getting the hedge cut ,( not done for more than 2 years) Can't use a blade so has to be flailed ,this raises health and safety issues ,ie. Thorns and children playing.

Cllrs noted and agreed to the request for cutting hedges back - Clerk was instructed to obtain quotes alongside other green work required in the village.

**9.2 War Memorial Hall**

Cllr Bryam advised that the Hall was open to limited access and subject to guidance from various bodies, however it would be a long time before social events would be undertaken as it would be difficult to break even due to restriction on numbers

**9.3 Jubilee Pond**

Cllrs agreed that this matter had been covered earlier in the meeting

**9.4 Orchard Paddock**

Cllrs agreed that this matter had been covered in the meeting

**9.5 Youth Project**

Cllrs agreed that this matter had been covered in the meeting

**9.6 Burial Committee**

Carried on from previous meetings and The Clerk reminded Cllrs that in February of this year Newport PC had written to dissolve the joint arrangements for burials – however some progress had been made in resolving issues but had stopped at the point of the Covid-19 pandemic taking hold. Cllrs discussed this matter at length, and the main points are as follows:

* In light of the current situation Cllrs discussed if the Parish Council should instruct the Clerk to write to Newport to clarify where they stood in terms of the joint arrangements however it was agreed that at this point there was no need for this.
* Cllr Byran noted that he felt it was important to identify if the joint arrangements were to continue however regardless of this, within 10 years there would be a need for a cemetery site, and so it was important the Parish Council looked at available land for this purpose.
* Cllr Buckle reported that he had informally discussed the purchase of available land near Strawberry Fields with the landowner, as a possible alternative site for a cemetery. Discussions are ongoing.
* Cllr Robinson commented that he still felt there was scope for the joint arrangements to continue and he felt a couple of Newport PC Cllrs wanted this to happen…. However, in the meantime he felt it was sensible to explore purchasing a new site / any issues with planning legislation.
* Chair commented that he agreed with Cllrs Robinson and Byran but wondered if this should be explored with Newport PC, for two reasons, one to improve the relationship between the two parishes but also the costs which would be considerably higher than the actual purchase.

**As a point of procedure, Chair noted that the meeting had now passed its finish time and agreed that the meeting was extended by 10 mins**

Chair commented that he felt it was important to clearly identify the two issues in this matter going forward:

1 the possible purchase of land for a new cemetery and if Newport PC should be included in this purchase. Cllrs agreed that the existing GPC members of the Joint Burial Committee (Cllrs Norris, Bryan and Robinson) should continue to explore this possibility and report back to the Parish Council.

2 linked to the above, if the joint arrangements with NPC for a burial committee still stood – Cllrs to consider when to approach Newport PC on this matter.

**There being no more business, the Chair closed he meeting at 2110**

**The next meeting will be held September 8th 2020**

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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 July 2020 (presented at August Meeting)**



**Gilberdyke Parish Council**

**Planning Application Report for August 2020 (Final Version, with Cllr comments)**

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

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| --- | --- | --- | --- | --- |
| **Location & Applicant:**              | **Planning Ref:** | **Proposal:**  | **Status:**  | **Observations / Comments:** |
| Milton House Main Road Gilberdyke Applicant: Mr And Mrs S Holt | 20/02234/PLF Grid Ref.: 482822 429359 | Erection of a single storey extension to rear  | Full Planning Permission | **"Gilberdyke Parish Council supports this application, it is sympathetic to, and in keeping with the overall design of the building and will neither be overlooked by, nor overlook any neighboring property"****Obs Date – 19th August** |
| Station House Staddlethorpe Broad Lane GilberdykeApplicant: Mr & Mrs T Culkin | 20/02283/PLF | Erection of single storey extension to rear  | Full Planning Permission | **Obs Date – 21st August** |
| Lyndhurst Main Road GilberdykeApplicant: Mr Gary Richardson | 20/02486/HEDGE | Removal of a self-seeded hedgerow from a drainage ditch to prevent flooding  | Hedgerow Removal Notice | **Obs Date – 28th August**The Parish Council wish to strongly oppose this application. It understands the removal of the hedge has actually already happened and was in fact the subject of an investigation by the Nature Conservation Team from ERYC in July 2020 for unlawful removal at a time wildlife was still active / nesting under the Hedgerow Regulations 1997. The Parish Council also questions if the reasons for removal of the hedgerow are valid and has yet to see evidence of this - in communications with ERYC, the Parish Council understands the Officer concerned also questioned this explanation. Finally, the Parish Council disputes the applicants point that the hedgerow is less than 12 years old, and believe it has stood for more than 30 years. In noting that the hedgerow has been removed the Parish Council is seeking for a new hedgerow to be grown and for ERYC to pursue the appropriate and necessary legal action in this matter |
| 7 Hawthorn Way Gilberdyke Applicant: Mr And Mrs Copley | 20/02067/PLF | Erection of a conservatory to side and rear  | Full Planning Permission | **Obs Date – 1st Sept** |
| **Completed Applications (Granted or Refused)** |