

## GILBERDYKE PARISH COUNCIL

### Summary Notes of the October 2020 (Ordinary) Meeting of the Parish Council Tuesday 16<sup>th</sup> October 2020 at 7.00pm

As a point of procedure, it is noted that the October 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. (see 8.6 of these minutes)

**In Attendance** Cllr N Norris (Chair): Cllr P Bryan; Cllr C Newsome; Cllr E Morrison; Cllr D Mansell; Cllr P Buckle; Cllr K Woollass; Cllr K Cooper; Cllr J Bates

**Clerk:** Andrew Crabbe

---

#### **1 Any Apologies received**

Clerk noted no apologies were received and all Cllrs were in attendance

#### **2 Approval of Previous Month's Minutes and Signing by Chair**

Chair asked Cllrs to confirm receipt of the previous meetings minutes and that no changes had been requested. All confirmed they had and the Chair duly signed the minutes as approved.

#### **3 Any declarations of interests relevant to the meeting's Agenda**

No declarations were made with regard to the evening's agenda – all previous declarations stood as recorded.

#### **4 Financial Report and Accounts (subject to receipt of Bank Statement in time)**

Clerk shared a copy of the financial report which had been previously sent to Cllrs and confirmed the accounts remained stable and solvent. A copy of the 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 at the meeting

#### **6 Any correspondence requiring discussing**

Clerk advised correspondence was now commencing with regard to the work on the railway bridge, now scheduled to commence at Christmas. Cllrs had been sent copies of this and the Clerk would continue to keep them up to date.

Clerk noted that he was struggling to contact Danny Nalton with regard to green work required in the village (cutting back of a bush on the Paddocks, investigation of a tree near the railway bridge and cutting back the hedge at the GDLA football field). Cllr Newsome advised he had spoken to Mr Nalton who had advised he would be providing a quote

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

Clerk noted none received since the last meeting

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

### **Ongoing**

#### **8.1 Update & discussion on Youth Project (All)**

Clerk confirmed the Parish Council was in process of submitting an application for the PAG award which was previously awarded to Newport PC. As part of this process the PC needed to have an updated schedule of Policies and Procedures and he was also working on these which he would be looking for Cllrs to sign off in due course.

Clerk continued that if the PAG award was successful then Cllrs would need to agree on what this was to be spent on – the Youth Workers were looking for a new laptop, whilst ERYC were talking about the spending being on wages. Clerk understood it could be a both of these but it was important expenditure was recorded clearly.

Cllr Woolas advised Cllrs that he had sourced Safeguarding training for his new role of Safeguarding Officer and he was willing to finance this himself. Chair thanked Cllr Woolas for this but advised it was not appropriate that Cllrs finance their own training and the Parish Council should do this and keep appropriate records. Clerk recommended that Cllr Woolas contact Darron Lawyer at ERYC as he would be able to advise on verified training.

Cllr Woolas asked if Cllrs felt that there were sufficient funds for their activities – Clerk shared the budget on screen and all discussed specifics of this – Clerk confirmed the Youth Workers had been involved in the preparation of the budget and had been happy with what had been agreed.

Cllr Morrison referred Cllrs to correspondence from the Youth Workers that they were struggling to find a location for their activities and Cllr Morrison asked if there had been any progress with finding an alternative venue. Cllr Cooper responded that he had met with the Youth team and they were currently in the process of setting up the Youth Project using the GDLA premises for the Youth sessions.

Chair thanked Cllr Cooper for this which he felt demonstrated how everyone was working hard to ensure the project was successful – Chair summarized that although there was still work to be done, he was very pleased with progress and noted that the Youth Workers were already engaging in out-reach work.

#### **8.2 Update & discussion on proposal for resident only fishing permits scheme (Clerk)**

Cllrs discussed the draft scheme already provided to them and unanimously agreed to proceed subject to the Clerk providing a hard copy of the scheme to Cllr Buckle so he could provide details on the types of approved and not approved fishing techniques. Cllrs discussed how the scheme would be enforced if there were any issues with individuals refusing to have a permit or carrying out unacceptable practices. Cllrs agreed that the bailiff should not try and deal with these himself but refer onto the police – with this in mind the Clerk would provide a risk assessment / procedure for the bailiff on the appropriate steps to take if there were problems at the pond.

Clerk confirmed he would also send the scheme to the police and ask for their advice special in terms of dealing with issues of enforcement. He would also send a copy to Mark Gregory of the Angling Trust, although he did not expect a response from the latter.

Cllrs noted correspondence requesting the removal of the metal fence at the pond which was now visible due to the recent cut back of vegetation. Cllrs also noted concerns that the spikes on the fence were very sharp and could be dangerous.

Cllr Newsome recommended that a local contractor be asked to repair a gap in the fence and nothing more be done to the fence as it was in place for a purpose

Cllr Bryan suggested that the area was ideal for siting of a pump and agreed with Cllr Newsome that the fence should not be taken down.

Cllr Morrison agreed that the fence should not be removed however he felt that the fence looked in a poor state at the moment and needed to be taken out and straightened.

Cllr Woolas noted that this type of work was well within his remit and to look at the fence and if required could take it down for repair and also remove or round the spikes if required. Cllrs agreed that Cllr Woolas and Morrison would look at the fence in question with a view to taking it down and repairing (including any gaps) and then put back in place – Cllrs Woolas and Morrison would report back to Cllrs on their findings and recommendations.

### **8.3 Update & discussion on allotments (Proposal for shed – Cllr Newsome & tenancy update – Clerk)**

Clerk summarized that current situation was that one tenant holder had advised she wished to give up both plots and the other tenant holder had confirmed she wished to maintain one plot and release the second. Clerk recommended that the two available plots should be given to the first two residents who had expressed interest – it was also recommended that the new tenants should be given a reasonable period of time to bring the plots to a good condition – Cllrs agreed this should be into the New Year in light of the time of year and the current state of the plots.

Cllrs agreed to offer the two vacant plots to the first two applicants and the Clerk was instructed to carry this out.

Cllrs also agreed a new tenancy agreement should be put in place in order to avoid the current situation happening again, specifically once the plots were brought back to good condition, tenants would be expected to maintain this going forward or the tenancy would be ended.

Cllr Newsome recommended that the existing plots were divided to create seven plots and the eight plot was set aside for a shed – Cllrs went on to discuss a broader issue that in light of the possible need to store Parish Council equipment, including road cleaning equipment in the future and Cllr Newsome continued that the Parish Council had a parcel of land in Bellasize Park and he was suggesting the possibility of a row of units / garages for storage of PC equipment – any other garages should be rented out. Cllr Newsome asked if there was a desire to explore a building on this vacant land.

Cllr Bryan thought it was a good idea and suggested the Parish Council look at costs for this.

Cllrs unanimously agreed to the Chair's recommendation that a feasibility project was explored and Cllr Woolas suggested that the project was carried out in stages with the building for the PC storage being first. Cllrs Newsome, Woolas and Morrison would form a Project Team to look at this and report back periodically to the Parish.

#### **8.4 Update and discussion on current Project Plan (Clerk)**

Clerk apologized that due to workload at the moment, he had not had the time to update the plan and advised this would be forthcoming

#### **New**

#### **8.5 Discussion of proposed Parish Council Facebook page (All)**

Cllrs discussed if as part of a drive for improved communications with the public (which included a new website) the Parish Council should set up its own social media (Facebook) page. Concerns were expressed that this might be open some unacceptable comments being made, albeit by a very small minority, however Cllr Mansell advised that it was possible for this to be controlled in the set-up of the page.

In light of this, Cllrs agreed to provisionally proceed with the proposal setting up a social media page to be finally reviewed and approved at the November meeting

#### **8.6 Discussion on new cemetery land (All)**

Due to the commercially sensitive nature of this item, the discussions are currently not for public consumption beyond stating that Cllrs were continuing to discuss matters with a local landowner in terms of cost and access rights.

Cllrs also discussed the current situation with Newport and the status of the Joint Burial Arrangements – this was due to the fact in February of this year, Newport had served notice with regard to ending the joint arrangements, however recent correspondence with the Parish Clerk had suggested this was not the case.

Cllrs agreed that the Clerk should contact Newport PC for final confirmation of their intentions.

Clerk to also explore possible access issues to the land in question.

#### **8.7 Discussion on street cleaning (Clerk to provide proposals for improving) (All)**

Cllrs noted an increase in complaints with regard to the amount of litter in the village, this despite the fact the Parish Council employed two street cleaners who worked 32 hours per week in total cleaning the village.

Clerk referred Cllrs to a draft proposal to introduce some changes to the provision of street cleaning and that if accepted by Cllrs should be discussed with the two street cleaners – Cllrs unanimously agreed to the proposals. Due to the confidentiality of these discussions at this stage, no further details will be put in the public domain. Once the changes were agreed and put in place, full details would be provided.

Chair noted that in accepting improvements need to be made to the cleaning provision, residents needed to take responsibility and stop throwing rubbish in the street. There were bins provided throughout the village and rubbish was still been dropped in the street. Cllrs agreed that as part of the review of the cleaning provision, approaches should be made to the school and perhaps Youth Project to carry out some kind of anti-litter campaign.

Cllrs also discussed and agreed that the spirit of working with and supporting the Memorial Hall Committee, the Parish Council would include the field in any future cleaning schedule – Cllrs further agreed that due to the high number of hours allocated to the cleaners then it was reasonable to suggest they could easily include the entire field.

### **8.8 Discussion on co-option new Cllrs (All)**

Cllrs noted a number of applications already received for the two vacancies and discussed these at the meeting. It was noted that the closing date for applications was not until the end of October. It was expected that Cllrs would vote on the applications received at the November meeting and details of the successful applicants would be advised shortly after that.

### **8.9 Discussion on November format of Parish Meeting (All)**

Clerk confirmed the guidance from ERYC / ERNLLCA / NALC had not changed and was still that Parish Councils should meet remotely, therefore his recommendation remained that the Parish Council should observe this.

Cllrs commented the situation was likely to get worse before it got better and unanimously agreed to the recommendation – it was noted that some Cllrs had struggled to use remote working however even this was now accommodated by them attending the village hall with the Clerk who had used the large screen there to project the Zoom meeting, ensuring they were able to participate.

Cllrs Cooper, Mansell and Buckle had attended with the Clerk (four people in total) and a risk assessment had been put in place.

- All attending used the hand sanitizer provided upon entry to the building and throughout the meeting.
- All persons attending wore facemasks upon entry to the building which were removed when seated during the meeting.
- All persons were socially distanced during the meeting.

## **9. Reports:**

**9.1 GDLA** – Cllr Cooper advised the GDLA was purchasing new funding opportunities from the windfarm but had nothing to report beyond this. Clerk asked if the GDLA had any more information on the proposed changes to the lease which had been raised earlier in the year. Cllr Cooper advised he had not heard anything on the matter. Clerk advised Cllrs he would chase the solicitor in the matter.

**9.2 War Memorial Hall** – Cllr Bryan reported the last scheduled meeting for the Hall Committee had been cancelled so there was nothing to be reported.

**10 Any other Business**

Referring to email correspondence prior to the meeting Cllr Woolas asked if the Parish Council proposed to purchase a Remembrance Wreath – Cllrs unanimously agreed this was appropriate and the Clerk was instructed to purchase a wreath and contact the Hall Committee once the wreath was received and enquire if a ceremony was taking place in light of Covid Restrictions. It was proposed the Chair and Deputy Chair would present the wreath on behalf of the Parish Council in due course.

Cllr Newsome advised in light of possible new Covid restrictions, should the Parish Council work with the Memorial Hall Committee in looking at improved gates to prevent the use of the playing fields / playgrounds in the event of these having to be closed. Cllrs agreed this was sensible and Cllr Newsome should look into likely costs of this.

Cllr Woolas advised that he would be looking at the willow tree over the pond – there was an overhanging branch over the pond which was causing difficulties for those fishing there. Cllrs agreed for this to proceed but that the look of the tree should not be altered as it was an iconic image for the village.

---

**There being no more business, the Chair closed the meeting at 2055  
The next meeting will be held Tuesday 10<sup>th</sup> November 2020**

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

