

Minutes of March 2023 Services Committee meeting

7:00 pm, Monday 27 March 2023

Conference Room, Gilberdyke War Memorial Hall

ACTION POINTS

- Clerk to arrange an initial meeting of the Christmas 2023 Working Group in June 2023 and invite all parish councillors and relevant stakeholders.
- Clerk to ensure that the Emergency Plan is on the agenda for the Annual Parish Council meeting.
- Clerk to invite a member of the ERYC Emergency Planning Team to a test of the Emergency Plan.
- Clerk to ensure that a review of the willow tree at Jubilee Pond (Flaxmill Walk end) take place at the September meeting of the Services Committee.
- Clerk to manage landscape contract at Jubilee Pond to a satisfactory conclusion.
- Clerk to commission a contractor or contractors to clear any obstruction either within or at the exit point of Scalby Lane Dyke up to the point where it joins with Bishopsoil Drain.
- Clerk to pay the ERYC invoice for salt bin maintenance in 2022/23.
- Clerk to accept quote received from Pete Coates for grass cutting in Gilberdyke village for 2022/23.

In attendance:

Councillor Pete Buckle, Councillor Chris Newsome, Councillor John Robinson, Councillor Sam Taylor-Dunn, Councillor Kevin Woollass, Jake Wilde (Parish Clerk).

Councillor Paul Bryan attended the meeting as an observer.

One member of the public also attended the meeting.

The Committee invited Councillor Newsome to chair the meeting and, as Chair, he opened the meeting.

1. To agree: Apologies received

None.

2. Declarations of interest

None.

3. To note: Terms of Reference

Noted.

4. Public participation

None.

5. Christmas 2023 activities

a) General discussion.

The Committee discussed their preferences for how the 2023 event should run, including a return to walking around at least part of Gilberdyke village, building upon the successful use of a "Track Santa" app, considering alternatives to selection boxes, considering not wrapping gifts, identifying gift recipients earlier, placing the post box out earlier and considering collecting donations for local charities.

- b) To resolve: That the Committee agree to form a Christmas 2023 Working Group and empower the Clerk to invite all Parish Councillors and relevant stakeholders to attend an initial meeting in June 2023.

This was proposed by Councillor Taylor-Dunn, seconded by Councillor Woollass and agreed unanimously.

6. Community Emergency Plan

- a) To agree: The the Committee agree that the Clerk will ensure that the Emergency Plan is on the agenda for the Annual Parish Council meeting

This was agreed.

- b) To agree: That the Committee agree that the Clerk will invite a member of the ERYC Emergency Planning Team to a test of the plan

This was agreed.

7. Gilberdyke village allotments

- a) Update from Clerk

The Clerk reported that the two IBCs had arrived and been sited in the allotments, and that the bilge pump and pipework had also arrived. A new allotment holder was ready to join the existing allotment holders once the necessary work had been completed.

There was a discussion about the possibility that a natural drain runs under the allotments and that care would need to be taken if there was consideration to use it.

8. Ings View

- a) Update from Clerk

The Clerk advised that he had not received an update from the GDLA regarding their efforts to find a quote for the work that was require on the hedge. The Clerk had approached a local education establishment to see if they were interested in partnership work but had received no reply. The Clerk will continue to pursue an outcome that meets both the landlord obligations to ensure effective maintenance of the site, while remaining committed to the Council's ambitions towards the environment.

The Clerk advised that he was still awaiting a response from ERYC on the possibility of using the redundant road at the entrance to the site for parking.

9. Jubilee Pond

- a) Update from Clerk, including new fishing permits

The Clerk advised that the landscaping work is the final large-scale element of the necessary work to ensure that the pond area is safe, secure and accessible.

The Clerk shared one of the new fishing permits and advised, subject to the Committee being content with them, he would commence a scaled rollout over the next month or so. The Committee were content with the new permits.

- b) To agree: That the Committee agree to recommend that the Parish Council resolve to form a "Friends of Jubilee Pond" trust, with the Parish Council as a joint trustee

The Committee did not agree to this and therefore do not recommend it as the way forward.

- c) To resolve: That the Committee resolve to empower the Clerk to commission a contractor to undertake trimming work on the willow tree at Jubilee Pond (Flaxmill Walk end) to reduce the height and width of the tree

The Committee did not agree to this, but agreed to review the height and breadth of the tree at their scheduled meeting in six months.

- d) To resolve: That the Committee resolve to empower the Clerk, in the event that the currently selected landscaping contractor fails to undertake the agreed work by 31 March 2023, to cancel the existing contract and commission a new contractor to undertake the work

This was proposed by Councillor Taylor-Dunn, seconded by Councillor Woollass and agreed unanimously.

10. Gilberdyke village play area

a) Update from Clerk

The existing play area requires some maintenance work and the repair of equipment (mainly missing features, such as swings) but the Clerk advised that this should not be undertaken yet as the future project may identify these items as redundant.

b) To agree: That the Committee agree that “SC-23-03 Principles for the new play area lease agreement” be recommended to the Parish Council and shared with the GWMH Committee

This was agreed.

11. Scalby Lane Drain

a) Update from Clerk

The Clerk advised that he had exchanged correspondence with the Yorkshire & Humber Drainage Board regarding various issues:

Thornton Dam Drain

The Board understand that the blockage may be within the culvert, and they have reported this to ERYC as it is not Board policy to clean culverts, this would be the responsibility of ERYC as the Riparian Owner. If this is not the case, and the blockage is actually within Thornton Dam Drain, they will relay this back to the Operations Team for further investigation. It appears that ERYC have indeed cleared the blockage in the culvert, but if that is not the case then please let the Clerk know and he will report it to the Board.

Tree roots near Hazel Crescent

The Board are aware of issues along the West side of the drain. These primarily have been caused by historic inappropriate developments along the bank of the watercourse. Although the Board are not looking to take any enforcement action here, they have previously spoken to a resident from the area and explained any issues regarding fences/garages/sheds etc. are the responsibility of the Riparian Owner and, as these are currently unconsented, any such works to rectify the issues within 9m of the watercourse should be subject to Land Drainage Consent.

Maintenance and drain clearing

The Clerk advised that he had asked the Board if the Council were able to help keep drains clear, without taking unnecessary risks, such as entering the water. Ideally the Board would prefer to be contacted in first instance if any substantial obstruction to flow was identified. However, the Board does not have a waste carriers license. So, for any non-natural material, normal protocol would be to remove it from the watercourse and leave it in a safe position on the bank top. They may or may not have agreements in place for its removal with local councils. It may be the case that they would need to look for assistance in having the material removed from site. This may be an area where the Council can support the Board in future.

The Board carry out maintenance activities on certain watercourses in the area on an annual basis. It would be wise for the Parish Council to adopt the same approach to Scalby Lane Drain in future.

Scalby Lane Drain

There is considerable natural overgrowth from Bishopsoil Drain to the underground exit to the drain. Clearing this is a sensible first step to seeing if that resolves the problem of backed up water in the drain.

b) To resolve: That the Committee resolve to empower the Clerk to commission a contractor or contractors to clear any obstruction either within or at the exit point of Scalby Lane Dyke up to the point where it joins with Bishopsoil Drain.

This was proposed by Councillor Woollass, seconded by Councillor Taylor-Dunn and agreed unanimously.

12. Streetscene

- a) Update from Clerk.

No specific update.

- b) To agree: That the Committee agree to pay the ERYC invoice for salt bin maintenance in 2022/23.

This was agreed.

- c) To agree: That the Committee agree the quote received from Pete Coates for grass cutting in Gilberdyke village for 2022/23.

This was agreed.

- d) To agree: That the Committee agree to recommend that the Parish Council agree in principle to lease the section of land immediately between the War Memorial Hall and the playing field, from the car park to the perimeter wall of the hall, for the purpose of constructing a storage facility.

This was agreed.

To be signed as a true and accurate record by the Chair

Print name

Date
