

June 2023 Parish Council meeting minutes

7:00 pm, Monday 12 June 2023

Conference Room, Gilberdyke War Memorial Hall

ACTION POINTS

Clerk to ensure request from St Stephens Parochial Church Council is on the agenda for the July Parish Council meeting

Clerk to ensure that the July Parish Council meeting considered litter picking suggestions from councillors

Clerk to publish Notice Of Public Rights And Publication Of Unaudited Annual Governance & Accountability Return 2023

Clerk to submit Annual Governance and Accountability Return (AGAR) 2022/23 to external auditor

Clerk to arrange first meeting of the Christmas Working Group to be held at 7:00 pm on Tuesday 18 July 2023

Clerk to submit three further proposals to the Community Payback team for consideration:

- The footpath from Thornton Dam Lane to the White Horse public house on the north side of B1230
- The area behind Flaxmill Walk nearest the railway line
- The garages behind the shops on Willow Green

Clerk to canvass councillors to suggest private hedges that required attention by their owners, which could then be referred to East Riding of Yorkshire Council for enforcement action

Clerk to limit the issue of further fishing permits to those whose address is within Gilberdyke parish

In attendance:

Councillor Chris Newsome (Chair), Councillor Pete Buckle, Councillor Eric Frood, Councillor John Robinson, Councillor Stephen Rooney, Councillor Sam Taylor-Dunn, Councillor John Walker, Councillor Kevin Woollass, Jake Wilde (Parish Clerk).

Ward Councillor Victoria Aitken was in attendance, Ward Councillors Linda Bayram and Nigel Wilkinson provided their apologies.

Four members of the public also attended the meeting.

The Chair opened the meeting.

1. To agree: Apologies received

Councillor Paul Bryan (domestic emergency), Councillor Nick Norris (holiday), Councillor Jeannie Peachey (ill health). All apologies were agreed.

2. Declarations of interest

Councillor Taylor-Dunn advised that she had a personal interest relating to item 16 on the agenda.

3. To agree: 2023 Annual Parish Council meeting minutes

These were proposed by Councillor Taylor-Dunn, seconded by Councillor Walker and agreed unanimously.

4. To note: 2023 Annual Parish meeting minutes (to be agreed at the 2024 Annual Parish meeting)

Noted.

5. To agree: May 2023 Parish Council meeting minutes

These were proposed by Councillor Taylor-Dunn, seconded by Councillor Woollass and agreed unanimously.

6. To agree: June 2023 Services Committee meeting minutes

These were proposed by Councillor Robinson, seconded by Councillor Taylor-Dunn and agreed unanimously.

7. Public participation

A resident wished to thank the Parish Council for entrusting the community with the future development of Jubilee Pond by the creation of the Jubilee Pond Working Group.

A visitor from St Stephens Parochial Church Council (PCC) wished to invite Gilberdyke Parish Council to provide a representative for the PCC. The Chair advised that the Parish Council would formally consider the request at the July Parish Council meeting.

8. To receive: Correspondence

The Clerk advised that he had exchanged correspondence with a local Keep Britain Tidy Litter Picking Ambassador, who had enquired as to whether the Parish Council would consider engaging in some litter picking activity. The Council agreed to place this item on the agenda for the July meeting to receive suggestions from councillors.

9. To agree: Annual Governance and Accountability Return (AGAR) 2022/23

- a) To receive and accept the Internal Audit Report for 2022/23.

This was received and accepted unanimously.

- b) To approve Section 1 of the AGAR – Annual Governance Statement 2022/23.

This was approved unanimously.

- c) To approve Section 2 of the AGAR – Accounting Statements 2022/23.

This was approved unanimously.

10. To receive: Clerk Report

- a) Action points

Clerk to commence public consultation for Gilberdyke village play area expansion

Closed

Clerk to seek space at Gilberdyke War Memorial Hall Summer Gala to use for public consultation for Gilberdyke village play area expansion

Closed

Clerk to write to ERYC Highways to enquire about road improvement plans for B1230 in Gilberdyke
Not yet started

Clerk to arrange inaugural meeting of Jubilee Pond Working Group
Closed

Clerk to advise Lodge Landscapes of the outcome of their quote
Closed

Clerk to ensure the subject of fishing was included on the agenda for the next Services Committee meeting
Closed

b) Open items

Clerk to invite a representative of Howden Civic Society to next meeting of the Planning Committee
Closed

Clerk to communicate the decisions of the Parish Council to the Gilberdyke War Memorial Hall Committee regarding leases
Closed, though discussions are ongoing

Clerk to set up new current account for Gilberdyke Parish Council Youth Project
Started, will need further discussion with Finance Committee

Clerk to commence discussions for the disposal of the Parish Council-owned land on the east side of 11 Bellasize Park, Gilberdyke
Started, advice sought and received from ERNLLCA, awaiting initial meeting with potential purchaser, likely to be next week

Clerk to submit a project application to the East Riding of Yorkshire Council Community Payback team in respect of clearing the hedges and shrubbery near Ings' View
After discussion with the team, it appears that the application didn't go through. I will re-submit along with any new applications agreed at the June Parish Council meeting

Councillors to distribute the ERYC ASB team leaflet to residents
Awaiting delivery of ERYC ASB team leaflet. Second reminder sent 24 April 2023, reply received, leaflets being sought by ERYC ASB team

Clerk to add advice on the use of CCTV and similar equipment to the Parish Council website (for addressing ASB)
Not yet started

Clerk to arrange an initial meeting of the Christmas 2023 Working Group in June 2023 and invite all parish councillors and relevant stakeholders
Closed, on the agenda for June Parish Council meeting

Clerk to invite a member of the ERYC Emergency Planning Team to a test of the Emergency Plan
To be arranged

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
Noted

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
Started, contractor was reviewing the work required last week

Clerk to write to Network Rail regarding providing accessible pedestrian access to the westbound platform
Started, acknowledgment received, reminder sent 24 May 2023, second acknowledgement received

Clerk to write to East Riding of Yorkshire Council regarding installing a pedestrian crossing across Thornton Dam Lane, Gilberdyke at or adjacent to Gilberdyke Medical Centre
Started, acknowledgment received 9 March 2023, reminder sent 24 May 2023, no reply yet.

Clerk to publish and publicise Rules, Policies and Procedures for the operation of Gilberdyke Parish Council CCTV
Closed, rules published on website.

Personnel Committee to consider a policy and the management processes for voluntary roles at their next meeting
Closed, Personnel Committee meeting scheduled for Monday 18 June 2023

c) Update by Cost Centre

i) Administration

With effect from 3 July 2023, the Clerk's office hours will be Monday to Friday, except Bank and Public Holidays.

ii) Services

The Youth Project have applied for grant funding from the National Lottery.

iii) Income

The Youth Project have received £500 from the Tesco community grants scheme.

iv) Projects

I will be seeking a solicitor to handle the lease of the area for a storage unit at GWMH shortly.

v) Grants

The Parish Council's grant application process will be online by preference. The online form is undergoing final testing and should be ready to roll out in July.

11. To agree: Financial Report

This was agreed unanimously and is attached to these minutes.

12. To agree: Christmas Working Group

a) Christmas Working Group Terms of Reference.

b) That the first meeting be held at 7:00 pm on Tuesday 18 July, in the Conference Room of Gilberdyke War Memorial Hall.

c) That, at its first meeting, the Christmas Working Group should establish the budget the Working Group believes is required for 2023 and submit a recommendation to the August Parish Council meeting.

This was agreed unanimously.

13. To agree: Recommendations from Services Committee meeting held on 7 June 2023

- a) That the Parish Council agree that the following areas should be submitted to the Community Payback team for consideration:
- The footpath from Thornton Dam Lane to the White Horse public house on the north side of B1230
 - The area behind Flaxmill Walk nearest the railway line
 - The garages behind the shops on Willow Green

This was agreed unanimously.

- b) That the Parish Council agree that the Clerk should canvass councillors to suggest private hedges that required attention by their owners, which could then be referred to East Riding of Yorkshire Council for enforcement action.

This was agreed unanimously.

- c) That the Parish Council limit the issue of further fishing permits to those whose address is within Gilberdyke parish, with immediate effect.

Councillor Buckle proposed an amendment to include a review date of 6 December 2023 (that being the date of a scheduled Services Committee meeting), which was seconded by Councillor Woollass and agreed unanimously. The recommendation was then amended to:

“That the Parish Council limit the issue of further fishing permits to those whose address is within Gilberdyke parish, with immediate effect, and that this decision is reviewed on 6 December 2023.”

This was proposed by Councillor Buckle, seconded by Councillor Woollass and agreed unanimously.

14. To consider: Planning Application 23/01189/PLF, Erection of a single storey rear and garage extension, Fiddleneck Lodge, Main Road, Scalby, East Riding of Yorkshire, HU15 2UU.

The Parish Council agreed that it had no comment to make upon this application.

15. To resolve: That the Parish Council resolves to exclude members of the public and press (except the appellant) from the meeting for agenda item 16 as the individual concerned would be identified during the item.

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

16. To consider: Appeal against ban on fishing

The Parish Council agreed to partially uphold the appeal and revised the penalty to:

- That a letter of apology be sent by the individual concerned, via the Clerk, to the bailiff
- That the individual concerned is accompanied when fishing at all times until reaching their 12th birthday

17. To note: Time, date and location of the next Parish Council meeting. This will be held at 7:00 pm on Monday 10 July 2023, in the Conference Room of Gilberdyke War Memorial Hall.

Noted.

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

Print name

Date

