

July 2023 Parish Council meeting minutes

7:00 pm, Monday 10 July 2023

Conference Room, Gilberdyke War Memorial Hall

ACTION POINTS

- Clerk to add Hedgehog Highway project to agenda of August Parish Council meeting.
- Clerk to add D-Day 80th Anniversary to agenda of August Parish Council meeting.
- Clerk to add correspondence from TCV to agenda of September Services Committee meeting.
- Clerk to arrange rental of two SIDs from ERYC Road Safety for Staddlethorpe Broad Lane, Gilberdyke.
- Clerk to request that ERYC Traffic Management undertake a speed survey on Station Road, Gilberdyke.
- Clerk to contact ERYC to discuss improving the control of weeds on the roads within Gilberdyke village.
- Clerk to update Jubilee Pond Working Group Terms of Reference.

In attendance:

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

Six members of the public also attended the meeting.

The Chair opened the meeting.

1. To agree: Apologies received

Councillor Paul Bryan (care emergency)

2. Declarations of interest

None.

3. To agree: June 2023 Parish Council meeting minutes

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

4. To agree: July 2023 Personnel Committee meeting minutes

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

5. Public participation

Attendees from the Gilberdyke War memorial Hall (GWMH) Committee advised that the groundworks for the CCTV upgrades had been completed and the the second stage of upgrading the cameras and recording equipment was due to commence shortly. They also advised that that the remote locking system was now operational. This helped to improve security by limiting the number of keys in circulation as well as helping to keep a track of who was using the hall.

A resident asked for an update on the installation of the aeration pump at Jubilee Pond. The councillors involved in the installation advised that it had been delayed by holidays but would be completed shortly.

6. To receive: Correspondence

The new leader of East Riding of Yorkshire Council (ERYC), Anne Handley, had written to introduce herself, confirm the elected Ward Councillors (Councillors Victoria Aitken, Linda Bayram and Nigel Wilkinson) and the appointment of Councillor Leo Hammond as Town & Parish Liaison portfolio holder.

A local resident had emailed to enquire as to whether the Parish Council would be able to consider a grant for three local children who recently qualified to represent England in the upcoming International Combat Organisation World Championships, taking place in Hull. The Parish Council agreed that they would consider such a grant application. The Clerk advised that he would share with the resident the link to the online grant application form.

The Clerk shared the six month data covering 1 October 2022 to 31 March 2023 for Anti-Social Behaviour interventions in Howdenshire. This had also been published on the Parish Council website.

The Clerk shared details of Disability Confident Free Business Breakfast events, which had been publicised on the Parish Council website. East Riding of Yorkshire Council is working in partnership with the Department for Work and Pensions, Humber Learning Consortium and a range of other organisation to increase awareness of the support available to employers to recruit and retain employees with a disability. These sessions will explore how local businesses can benefit from the Disability Confident Scheme Award.

East Riding and Northern Lincolnshire Local Councils Association (ERNLLCA) had produced a guide for councils to take part in the event commemorating the anniversary of the D-Day landings on 6th June 2024. The Parish Council agreed that this subject should be placed on the agenda for the August Parish Council meeting.

ERNLLCA had produced a guide for events and training, which also included a guide on the services provided by ERNLLCA, that the Clerk had shared by email with councillors.

ERNLLCA also advised more details about the forthcoming Conference in September. Councillor Norris indicated that he would like to attend.

The Clerk shared correspondence received regarding the Hedgehog Highway Project. The Parish Council agreed that this subject should be placed on the agenda for the August Parish Council meeting.

The Clerk shared correspondence received from The Conservation Volunteers (TCV), a conservation charity based in Hull at Goodwin Parade on the Thornton estate of Hull. TCV do lots of work for local councils, varying from tree/hedge planting, small construction projects, footpath creation, raised beds, clearance work, pond maintenance & much more. TCV are licensed for digger & dumper, chainsaw, brush cutter & wood chipper equipment. The Parish Council agreed that this subject should be placed on the agenda for the next Services Committee meeting.

The Clerk shared correspondence from ERYC regarding the development of the East Riding Design Code, which sets the criteria for planning applications across the county.

The Clerk shared correspondence from ERYC regarding a survey on various aspects of the services ERYC provide from the condition of roads and footpaths, to the provision of cycling facilities. The Clerk requested that a councillor volunteer to complete the survey, or the Clerk will do so.

ERYC Traffic Management team has reported on the outcome of the speed survey undertaken on Staddlethorpe Broad Lane. The survey took place between 07/06/2022 and 13/06/2022. The current posted speed limit at this location is 30mph. The results of the seven day speed survey show that the average speed was 28.7mph and the 85 %ile speed was 35.09mph. As part of the assessment process, the policy also takes into account the number of personal injury collisions in

the last three years, and if route being assessed suffers community severance (divides residents from local services).

The outcome of the assessment is that Staddlethorpe Broad Lane, Gilberdyke does not require further intervention from this department for the following reasons;

- There is a good level of compliance with the posted speed limit.
- From the available data, which is maintained by the Police, there have been no personal injury collisions within the last three years.

However, in line with the policy, a Town or Parish Council may rent a Speed Indicator Device (SID) on a priority/availability basis. It is recommended that two SID's are hired to capture traffic travelling in both directions. The cost of hire for two SID's is currently £500 for a maximum of four weeks, this cost includes the installation and removal.

The Parish Council discussed the idea of renting a SID, with Councillor Taylor-Dunn proposing that one is rented, seconded by Councillor Woollass. This was agreed by a majority. The Parish Council also agreed that the Clerk should request that ERYC Traffic Management undertake a speed survey on Station Road, Gilberdyke.

The Clerk updated the Parish Council on the progress of the sale of the land the east of 11 Bellasize Park.

7. To receive: Clerk Report

a) Action points

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

Closed

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

Closed

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

Closed

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

Closed

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

Closed

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*

The first of these is awaiting further discussion with ERYC before submission and would require a traffic management order. The second and third have been submitted.

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

Closed

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

Closed

b) Open items

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

Initial meeting with potential purchaser was last week, next stage is for both parties to obtain independent valuation of the land.

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

Closed

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 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 has reviewed the work required

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 write to ERYC Highways to enquire about road improvement plans for B1230 in Gilberdyke

Not yet started

The Clerk advised that he would contact ERYC to discuss improving the control of weeds on the roads within Gilberdyke village.

8. To agree: Financial Report

This was proposed by Councillor Taylor-Dunn, seconded by Councillor Robinson and agreed unanimously. The Financial Report is attached to these minutes.

9. To agree: Recommendations of July 2023 Personnel Committee

After receiving advice from the Clerk, Recommendation 5 d) was removed. All other recommendations were agreed by a majority vote. The revised list of recommendations is attached to these minutes (GPC-23-07 Personnel Committee recommendations (revised)).

10. To agree: Gilberdyke village play area expansion

- a) Report on first stage of public consultation
- b) Preferred outline plan for project
- c) Timetable for the second stage of public consultation

The Parish Council agreed that all potential proposals should be put out for public consultation and therefore it was not necessary for the Finance Committee to receive outline cost estimates. The start of the second stage of public consultation was therefore also brought forward. The full paper, duly revised, was agreed unanimously and is attached to these minutes.

11. To agree: Councillors' suggestions for litter picking projects

The Parish Council agreed to hold a voluntary litter picking event starting at 10:00 am every Sunday, commencing Sunday 16 July, with volunteers to meet at Jubilee Pond.

12. To consider: Request for amendment to Jubilee Pond Working Group Terms of Reference

A request had been submitted to clarify the voting mechanisms for decisions at the Jubilee Pond Working Group. Three options were proposed:

- a) To vote in person only at the meetings
- b) To vote via social media/email/internet only
- c) To vote via social media/email/internet and taking all votes by people in attendance at the meeting

Six councillors voted for option a), none for option b) and two for option c). The Clerk advised he would amend the Terms of Reference accordingly.

13. To consider: Request from St Stephens Parochial Church Council for the Parish Council to provide a representative

The Clerk had provided the Parish Council with advice regarding St Stephens Parochial Church Council, in that any individuals who wished to join would be doing so as individuals, rather than representatives or delegates of Gilberdyke Parish Council.

14. To consider: Planning applications

- a) 23/01713/PLF - Erection of first floor extension to front and installation of 2 new windows at side - Gilberdyke Health Centre, Thornton Dam Lane, Gilberdyke
- b) 23/01724/PLF - Construction of asphalt area for temporary siting of agricultural equipment and installation of land drainage piping (retrospective application) - Russell Group Groundcare, Gateway Business Park, Staddlethorpe Broad Lane, Gilberdyke

As there was insufficient time to consider these applications, the Parish Council agreed that the Planning Committee should consider them at a special meeting to be held on 19 July 2023.

15. To discuss: Dykes, ditches and drains

The Parish Council approved the quote received from Pete Coates to cut back and clear the drain side banks, dig out drain bottom and clear silt, and clean and service the non-return door.

16. To note: Launch of Gilberdyke Parish Council Grant application process

The Parish Council noted the launch of the grant application process.

17. To note: The next Parish Council meeting will be held at 7:00 pm on Monday 21 August 2023 in the Conference Room at Gilberdyke War Memorial Hall.

The Parish Council noted the time, date and location of the next meeting.

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

Print name

Date

