

August 2023 Parish Council meeting minutes

7:00 pm - 9:00 pm, Monday 21 August 2023

Conference Room, Gilberdyke War Memorial Hall

ACTION POINTS

- Clerk to benchmark insurance premiums ahead of the 2024 renewal
- Clerk to respond to ERYC Community Governance Review with the Council's comments
- Clerk to enact the Council's recruitment decisions
- Clerk to publish updated employee policies
- Clerk to make recommendations to next Finance Committee in relation to the increase in the budget for Gilberdyke village allotments
- Clerk to explore purchasing replacement benches for Sandholme Road and the junction of Clementhorpe Lane and Clementhorpe Road
- Clerk to arrange work required on Wallingfen Way benches along B1230
- Clerk to liaise with Gilberdyke War Memorial Hall over plans for the D-Day 80th anniversary
- Clerk to publicise the Hedgehog Highway project on the Parish Council website
- Clerk to draft a letter of thanks to Rob Stephenson, who had recently ceased to be a Jubilee Pond Bailiff, to be signed by the Chairman

In attendance:

Councillor Paul Bryan (Chair), Councillor Chris Newsome (Vice 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).

One member of the public also attended the meeting.

The Chair opened the meeting.

1. To agree: Apologies received

None.

2. Declarations of interest

None.

3. To agree: July 2023 Parish Council meeting minutes

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

4. To agree: July 2023 Planning Committee meeting minutes

These were proposed by Councillor Woollass, seconded by Councillor Robinson and agreed unanimously.

5. To agree: July 2023 Finance Committee meeting minutes

These were proposed by Councillor Woollass, seconded by Councillor Walker and agreed unanimously.

6. To agree: July 2023 Services Committee meeting minutes

These were proposed by Councillor Newsome, seconded by Councillor Woollass and agreed unanimously.

7. Public participation

None.

8. To receive: Correspondence

The Clerk shared with the Council a copy of the letter he had sent to the potential purchaser of the land to the east of 11 Bellasize Park summarising the latest position.

9. To receive: Clerk Report

a) Annual Leave

The Clerk will be on leave from Tuesday 29 August to Tuesday 5 September inclusive.

b) Action points

Clerk to add Hedgehog Highway project to agenda of August Parish Council meeting.

Closed.

Clerk to add D-Day 80th Anniversary to agenda of August Parish Council meeting.

Closed.

Clerk to add correspondence from TCV to agenda of September Services Committee meeting.

Noted.

Clerk to arrange rental of two SIDs from ERYC Road Safety for Staddlethorpe Broad Lane, Gilberdyke.

In progress, site meeting on Tuesday 22 August 2023.

Clerk to request that ERYC Traffic Management undertake a speed survey on Station Road, Gilberdyke.

Closed, correspondence received and request refused. Parish Council may wish to seek to engage in Community Speed Watch.

Clerk to contact ERYC to discuss improving the control of weeds on the roads within Gilberdyke village.

Not yet started.

Clerk to update Jubilee Pond Working Group Terms of Reference.

Closed.

c) Open items

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. No updates yet.

Clerk to set up new current account for Gilberdyke Parish Council Youth Project

The Finance Committee has decided that a new bank account should be opened, rather than adding to the existing NatWest account. Clerk to proceed.

Clerk to commence discussions for the disposal of the Parish Council-owned land on the east side of 11 Bellasize Park, Gilberdyke

Second meeting with potential purchaser was last week, discussing the independent valuations of the land that had been received. Further meeting scheduled for September, prior to the September Parish Council meeting.

Councillors to distribute the ERYC ASB team leaflet to residents

One thousand copies of the ERYC ASB team leaflet have been received and distributed to councillors. A further order of 500 leaflets has been placed with the hope that these will be received during September 2023.

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

The contractor has completed the work and the Clerk will appoint a company to inspect the drain in due course.

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. No further response received, reminder sent 18 August 2023. Response received advising that the Parish Council, "should pass any inquiries to Network Rail who will look at the possibility for lift installation at this station, they will have a program of works regarding potential stations under access for all schemes." I will contact Network Rail in due course.

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

Newport Parish Council wrote to Traffic Management to support the request made Gilberdyke Parish Council and received a reply refusing the request. Traffic management still have not replied to my original request, despite a further request for them to do so.

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

Not yet started.

10. To agree: Financial Report

This was agreed unanimously and is attached to these minutes.

11. To agree: Insurance provision for 2023/24

The Council agreed to renew the insurance with Zurich. The Council also instructed the Clerk to benchmark the premium ahead of the 2024 renewal.

12. To comment: ERYC Community Governance Review

The Council agreed that they were content with the proposal in the ERYC Community Governance Review that related to Gilberdyke.

13. To agree: Recommendations of July 2023 Christmas Working Group meeting

These were agreed in full and are attached to these minutes.

14. To agree: Recommendations of July 2023 Finance Committee

These were agreed in full and are attached to these minutes.

15. To agree: Recommendations of July 2023 Services Committee

These were agreed in full and are attached to these minutes.

16. To resolve: That members of the public and press are excluded from agenda item 17 for reasons of staff confidentiality

This motion was proposed by Councillor Newsome, seconded by Councillor Buckle and carried unanimously. The member of the public present then left the room for the duration of item 17.

17. To agree: Recommendations of Personnel Committee Interview Panel regarding recruitment

These were agreed in full and are attached to these minutes.

18. To agree: Updates to policies and procedures to include volunteers:

- a) Equal Opportunities Statement
- b) Equality and Diversity Policy
- c) Volunteer Code of Conduct

All updates were agreed.

19. To note: That the Bullying and Anti-harassment policy, Data Protection of Staff Records policy and Health and Safety policy already cover volunteers.

This was noted.

20. To agree: Grant application from Gilberdyke War Memorial Hall

This grant application was agreed in full.

21. To agree: Grant application from Gilberdyke Methodist Church kids clubs and Coffee Pot

This grant application was agreed in full.

22. To agree: Purchase of transformer for Jubilee Pond aeration pump (Councillor Newsome)

The cost of the transformer is £175.80 (exc. VAT). This was proposed by Councillor Newsome, seconded by Councillor Walker and agreed unanimously.

**23. To agree: Use of batteries and solar panels on Orchard Paddock allotments
(Councillors Newsome & Woollass)**

As part of the discussion, further drainage work was proposed with an estimated cost of £3,000. Councillor Buckle proposed an increase to the budget for the allotments of £3,000, this was seconded by Councillor Frod and agreed unanimously. The Clerk advised that he would make a recommendation about budget adjustments to the next Finance Committee meeting to accommodate the change.

24. To agree: Purchase of benches

After a discussion, the Council agreed to direct the Clerk to explore purchasing replacement benches for Sandholme Road and the junction of Clementhorpe Lane and Clementhorpe Road. The Council also agreed to cut the grass around the Wallingfen Way bench at the junction of Greenoak Lane and the B1230 in order to establish repair and refurbishment requirements, and to clean the Wallingfen Way bench just outside the western entrance to Gilberdyke village.

25. To discuss: Litter bin provision

The Council agreed to withdraw this item.

26. To discuss: Bus shelters

Councillor Newsome offered to conduct a repair upon the bus shelter on Clementhorpe Lane, after which the Council will review any further investment. The Council agreed that the cleaning of the shelters should be conducted on a regular basis.

27. To discuss: D-Day 80th anniversary in 2024

Councillor Woollass proposed that the Council allocate a provisional budget of £3,000 to this item in the 2024/25 precept. This was seconded by Councillor Newsome and agreed unanimously. The Council instructed the Clerk to liaise with Gilberdyke War Memorial Hall over plans for the anniversary.

28. To discuss: Hedgehog Highway Project

The Council agreed to publicise this project on the Parish Council website.

29. To comment: Planning consultations:

- a) 23/01986/PLF, Land South East Of 2 Poplar Cottages, Main Road, Gilberdyke, East Riding of Yorkshire, HU15 2UR

The Council were content with this application.

- b) 23/01836/PLF, Erection of a building for use as a warehouse, showroom and office, 4 Cladding Services Limited, Gateway Business Park, Staddlethorpe Broad Lane, Gilberdyke, East Riding Of Yorkshire, HU15 2TD

The Council were content with this application.

- c) 23/02206/PLF, 4 Pemberton Villas, Main Road, Gilberdyke, East Riding Of Yorkshire, HU15 2SJ

The Council were content with this application.

- d) 23/01808/PLF, Chapel Farm, Old Trough Lane, Sandholme, East Riding Of Yorkshire, HU15 2XW

The Council were content with this application.

30. To note: Report of ERNLLCA East Riding District Committee, including:

- a) UK Shared Prosperity Fund and Rural England Prosperity Fund
- b) Yorkshire & Humber Climate Commission

The report from the Clerk was noted.

31. To note: Update on Fishing permits

The Clerk provided an update on the number of permits issued and the number of applicants from outside of Gilberdyke parish who were waiting for the Council to review the current policy in December. The Council agreed to send a letter of thanks to Rob Stephenson, who had recently ceased to be a Jubilee Pond Bailiff.

32. To note: The next Parish Council meeting will start at 7:00 pm on 11 September 2023 in the Conference Room at Gilberdyke War Memorial Hall.

This was noted.

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

Print name

Date
