

## January 2024 Parish Council minutes

7:00 pm, Monday 15 January 2024

Conference Room, Gilberdyke War Memorial Hall

### ACTION POINTS

- Clerk to arrange Joint Working Group meeting with GWMH Trustees
- Clerk to draft Terms of Reference for Joint Working Group
- Clerk to submit final application to UKSPF for Jubilee Pond Improved Accessibility Project
- Clerk to advise Lodge Landscapes to proceed with work to tidy Jubilee Pond
- Clerk to arrange Full Council training with ERNLLCA
- Clerk to purchase Christmas presents to a total of £40.00

*In attendance:*

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

One member of the public also attended the meeting.

The Chair opened the meeting.

---

### For decision

#### 1. Apologies received

Apologies had been received from Councillor Jeannie Peachey (ill health). These apologies were agreed.

#### 2. Declarations of interest

None. Councillor Woollass advised that he had applied to become a trustee of Gilberdyke War Memorial Hall.

#### 3. December 2023 Parish Council meeting minutes

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

#### 4. Financial Report

This was agreed.

#### 5. Future ownership and management of Gilberdyke War Memorial Hall

The Parish Council expressed the view that the Gilberdyke War Memorial Hall trustees should be recruiting new volunteers. The Council discussed the Clerk's recommendations, namely:

1. That the Parish Council agree to form a Joint Working Group with representatives of the Gilberdyke War Memorial Hall Committee, with a view to making agreed recommendations to the February meetings of the Parish Council and the Gilberdyke War Memorial Hall Committee.
2. That the Parish Council delegate the Clerk to draw up Terms of Reference for such a Joint Working Group, in consultation with the Gilberdyke War Memorial Committee.

The Council agreed both recommendations unanimously and appointed Councillors Bryan, Rooney and Woollass to the Joint Working Group, with Councillor Taylor-Dunn as first reserve.

## 6. Jubilee Pond, Gilberdyke

- a) Application to UK Shared Prosperity Fund for Jubilee Pond Improved Accessibility Project

The Clerk advised that not all quotes had been received by the time of the Parish Council meeting, so that he was unable to offer the full content of the application for decision. The Clerk stressed that the submission of the application did not commit the Council to a quote or format of the work being suggested by the contractors, in the event that the grant application was successful. The Council agreed to delegate the necessary responsibility to the Clerk in order to complete the final application ahead of the deadline on 17 January 2024.

- b) Quotes for site maintenance

Lodge Landscapes had provided a quote to tidy the whole site including clearing of brash and edging the pathways. Councillor Woollass proposed that the Council agree the quote. This was seconded by Councillor Taylor-Dunn and agreed unanimously. The Council instructed the Clerk to authorise the work.

The Clerk advised the Council that he had discovered that a section of the land at Jubilee Pond was not registered (to either the Parish Council or anyone else) with the Land Registry. The Clerk advised that he would resolve this matter urgently and update the Council on progress.

## 7. Gilberdyke village allotments

- a) Gazebo planning permission

The Parish Council considered the advice provided on the Planning Portal and agreed that planning permission was not required.

- b) Meeting with tenants to discuss their views and ideas (Councillor Newsome)

Councillor Newsome suggested that a meeting be held with the allotment tenants to obtain their views and ideas. Councillor Newsome also advised that he was producing a visual representation of the drainage plan to support future funding bids.

## 8. Update on Full Council training offered by ERNLLCA

The Clerk advised that there had been some confusion about the training, and that it would in fact take approximately 2 and a half hours to deliver. The Council agreed that they were content with this and instructed the Clerk to proceed with arrangements.

---

### For noting

## 9. Public participation

A resident suggested that, in the event that the Council's application for funding for the Jubilee Pond Improved Accessibility Project from UKSPF was unsuccessful, that the Angling Trust also offered grants. The resident also advised that bulbs had been planted around the trees at Jubilee Pond and care was required if there were to be works undertaken.

## 10. Correspondence

The Parish Council discussed the correspondence from National Grid, offering consultation over the North Humber to High Marnham grid upgrade project. The Council agreed that they would revisit this issue in the autumn, when the next stage of consultation was taking place.

East Riding of Yorkshire Council (ERYC) had written to confirm the tax base for 2024/25.

ERYC had written to offer the opportunity for the Parish Council to offer feedback on the Council Tax Support Scheme. The review is expected to conclude in late spring 2024.

The ERYC Emergency Planning team had written to ask if any vulnerable people in the parish require additional support due to their homes being flooded.

Gilberdyke War Memorial Hall had provided a draft agreement for the usage and provision of CCTV coverage of the leased area. The Clerk advised that he would review this.

## 11. Clerk Report

### a) Action points for Clerk from last meeting

*Clerk to add future ownership and management of Gilberdyke War Memorial Hall to agenda for January 2024 Parish Council meeting*

**Closed.**

*Clerk to arrange tree work at Jubilee Pond*

**Closed.**

*Clerk to publicise change to fishing permits and conditions for fishing*

Ongoing. New process complete but work required to update online form and new signs are required for Jubilee Pond.

*Clerk to update Parish Council Emergency Plan*

In progress.

*Clerk to make recommendations to the Parish Council regarding public consultation to explain financial strategy*

Not yet started, scheduled for February Parish Council meeting.

*Clerk to make updates to Grant Guidance*

Not yet started. New process starts on 1 April 2024.

*Clerk to publish amended Jubilee Pond Working Group Terms of Reference*

Not yet started.

*Clerk to arrange 2024 Community Event*

Not yet started.

*Clerk to enquire with ERYC Planning as to whether the gazebo at the allotments required planning permission*

**Closed.** On agenda for January 2024 Parish Council meeting.

### b) Open items for Clerk from previous meetings

*Clerk to write to ERYC to confirm the Parish Council wished to surrender the lease on Newport Cemetery, but to also request an easement (or equivalent legal right) for use of the access road.* Letter sent 17 November 2023, copy sent to Newport Parish Council. No reply received yet.

*Clerk to write to ERYC regarding B1230 resurfacing*

Not yet started.

*Clerk to open discussions with various suppliers for Gilberdyke play area expansion*

Started.

*Clerk to explore third party funding opportunities for elements of Gilberdyke play area expansion Project on hold until outcome of ownership and responsibility of GWMH resolved.*

*Clerk to arrange for signage on age limits and contact details to be installed in the play area*  
In progress.

*Clerk to ensure refurbishment of life preserver equipment be included in 2024/25 budget*  
Pending.

*Clerk to arrange a public consultation to identify sites of historical and cultural interest within the parish, with a view to working with Howden Civic Society to award such sites with a blue plaque*  
Not yet started

*Clerk to finalise sale of land to the east of 11 Bellasize Park, Gilberdyke*  
In progress. I have arranged for Symes Baines Broome to handle the sale for the Council.

*Clerk to arrange formal transfer of CCTV assets from the Parish Council to GWMH*  
*Clerk to agree a protocol with the GWMH Committee for the reporting of incidents in the area leased by the Council*  
In progress.

*Clerk to benchmark insurance premiums ahead of the 2024 renewal*  
Not yet started.

*Clerk to arrange cleaning of Wallingfen Way bench to the west of Gilberdyke village*  
Not yet started.

*Clerk to publicise the Hedgehog Highway project on the Parish Council website*  
Not yet started.

*Clerk to contact ERYC to discuss improving control of weeds on roads within Gilberdyke village.*  
In progress.

*Clerk to set up new current account for Gilberdyke Parish Council Youth Project*  
In progress.

*Councillors to distribute the ERYC ASB team leaflet to residents*  
Awaiting additional order of 500 leaflets. Reminder sent 10 November 2023. 130 leaflets available.

*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*  
To be restarted in 2024.

c) Open items taken on by councillors

*Installation of allotment drainage system*  
In progress.

*Repair of roof of Clementhorpe Road bus shelter*  
Not yet started.

*Volunteer litter picking*  
The first voluntary litter picking event took place on 16 July 2023.

*Installation of cap replacements for pond edging panels*  
Not yet started.

*Installation of Jubilee Pond aeration pump*  
In progress.

*Installation of two benches for Sandholme Road and Clementhorpe Lane/Road junction*  
Not yet started.

**12. The next Parish Council meeting will be held at 7:00 pm on Monday 12 February 2024 in the Conference Room, Gilberdyke War Memorial Hall**

This was noted.

---

**Issues raised by councillors for discussion**

**13. Impact of and issues raised by Storms Pia and Henk (Councillor Woollass)**

The Council agreed that no significant issues had occurred. The flooding at the side of the eastern section of Bennetland Lane had been reported to ERYC.

**14. Christmas 2023 review (Councillor Newsome)**

The Clerk advised that there was a significant underspend in the budget and that, should the same format be used in 2024, the figure allocated in the 2024/25 budget would be more than sufficient. The Council agreed to spend £40 in total on presents for those children who had written to Santa using the council's post box.

**15. Tree Preservation Orders (Councillor Newsome)**

Councillor Newsome advised that he wanted the Council to consider applying for Tree Protection Orders (TPOs) for trees in the village. The Clerk provided councillors with a list of the current TPOs. Forty-three trees in Gilberdyke village currently have TPOs.

If the Parish Council applied for TPOs for trees that are owned by the Parish Council, the Clerk advised that the rules about TPOs meant that the Parish Council would find itself in the position of having to apply to East Riding Council for permission to undertake work on trees that the Parish Council owned and had itself decided to undertake work on.

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

Print name

Date

---