

Summary Notes of November 2019 Ordinary Meeting

Date of Meeting Monday, 18th November 2019

Time of Meeting 1900

Location of Meeting Woodmansey Village Hall

IN ATTENDANCE:

Parish Cllrs Cllr Kerri Harold (Chair), Cllr Geoff Donkin, Cllr Nick Hart, Cllr Andrew Jolley, Cllr Jon Los, Cllr

Julie Los.

Ward Cllrs Cllr Jos Jump, Cllr Geraldine Mathieson

Parish Clerk Andrew Crabbe

1. Present and Apologies (Chair to confirm quorum)

Clerk confirmed that Cllrs Coe, Waddington, Beal and Oliver have sent in their apologies.

2. Declarations of Interest (Chair)

None advised outside of those already identified and advised

3. Signing off previous month's minutes (all)

Cllr Harold asked all Cllrs if they had seen and agreed with minutes of last meeting. Confirmed and duly signed

4. Financial Report for October 2019 (Clerk)

144		*I				
Woodmanse	•					
Presented at Nove	mber 2019 Meetin	g For the Month of	September / October			
From:	Parish Clerk					
To:	Parish Councillo	rs .				
Box 1					Box 2	
Community Accoun	nt (325)				Outstanding Cheques (Cheques issued at previous meetings)	Amount
					National Citizen Service (NCS) Donation Under Section 137	£100.00
Balance as of end			£11,540.39		Sadofskys Payroll Services	£48.00
Cheques cashed /	Monies recevied in	Sept / Oct 2019			East Riding Council - Cllr Id Badges	£67.08
Debits						
Date Cashed	Cheque No.	Paid to	Reason	Amount	Total uncashed cheques as of end of October 2019	£215.08
8th Oct	102117	Tracey Bellotti - Clerks Salary		522.82		
8th Oct	102118	Tracey Bellotti - Clerks Salary		562.09		
8th Oct	102119	Tracey Bellotti - Clerks Salary		759.47		
8th Oct	102120	Tracey Bellotti - Clerks Salary		954.95		
10th Oct	102114		5 King Street Maintenance Inspection 5 August	£96.00		
10th Oct	102113		6 Southwood Park Maintenance Inspection	£96.00		
14th Oct	102113		outhwood Park access widening and strimming	£500.00		
15th Oct	102107	ERYC Supplies - 25metre extension		£27.54		
15th Oct	102115	RoSPA Annual Inspections Fee In	roice No. 45252 18/09/19	£219.00		
15th Oct	102116	HMRC PAYE/NIC		£64.70		
16th Oct	102108	ERNLLCA Invoice No. SI-315 Being		£50.75		
16th Oct	102109		Councillor Training Course 25/09/19	£90.00		
16th Oct	102110	ERNLLCA Invoice No. SI-378 Good	Councillor Training Course 2/10/19	£108.00		
Credits						
Date of Receipt	Ref No	Reason		Amount		
30th Sept	Pwoo059	2nd Precept Payment from East F	iding Council	£14,141.00		
		Balance as of end August (22nd A		£11,540.39		
		Total spend in October (presente		£4,051.32		
		Total Receipts in September / Oc		£14,141.00		
		*Total balance in bank as of end	of 22nd Oct (reconciles with Bank Statement) =	£21,630.07		
				222,050.07		
Box 3					Box 4	
New Cheques Issued at November 2019 Meeting			Amount	Summary of PC Accounts until end of November 2019		
ERYC Service Level Agreement for Street Lights (April 2019 - March 2020)				£668.64	for No.1 Account: Community Account (325)	
Tracey Bellotti - Sa	lary for September	2019		£284.92	Bank Balance 22nd Aug =	£11,540.39
British Royal Legion	n - Remberance Wr	eaths		£38.50	Total Spend in October (cashed) =	£4,051.32
ERNLLCA Invoice N	o. SI-580 : ERNLLCA	A Conference - (Cllr Donkin attendi	ng in November)	£108.00	Uncashed Cheques from September / October	£215.08
David Gluck Wood	lmansey NDP (Basic	Conditions Statement)		£250.00	New Cheques issued at Nov 19 meeting	£1,100.06
					Forecast Spending for end of November 2019 =	£6,173.93
		Total cheques	to be issued at the November 2019 Meeting =	£1,350.06		
	_				Credit Payments made in October (2nd Precept Payment)	£14,141.00
Box 5						
No.2 Account: Hig (107)	h Interest Account	Balances			Forecast of Balance for end of November 2019 =	£20,314.93
` '						
Balance as of 22 O	ctober 2019 =	£48,011.5	7 (No change from September report)			



5 Planning applications (Clerk)

Cllrs discussed and agreed that going forward the planning application spreadsheet (Appendix 1) should be placed on the website for the convenience of the public.

Clerk also confirmed that it was his understanding that applications could be received and added on the day leading up to the meeting – otherwise the Council would risk missing out on submission dates.

The applications received by the Parish Council are attached as **Appendix 1** – as a point of record the decisions of the Cllrs are recorded in the 'Observations Column'

6 Matters arising – to consider new and on-going issues and decide further action if necessary:

Update on storage proposals for school

Cllrs discussed request from local school with regard to storage options for children's play equipment and agreed that the Parish Council would fund the requested equipment – Unanimous vote – see *Appendix 2*

Update on police matters (All)

Clerk confirmed that he had received and forwarded reports from police – Cllrs had no questions or queries

Update on repairs to flooring of Deer Park Way play area

Clerk advised that following discussions with the previous Clerk and ERYC, he now understood the Deer Park Way play area was owned by ERYC and it was their responsibility to deal with any maintenance work..... he had since spoken to ERYC and they had confirmed the work had been completed.

The playground at Kings Way was the responsibility of the Parish Council, but he had not yet been able to find the details of the contractor who had carried out the work. Cllr Harold advised that Sarah of the PTFA would be able to advise on this and she would ask Sarah to contact the Clerk.

Update on recommendations for LLPG Street Name Bank

Clerk confirmed that he had received suggestions from Cllrs for additions to the name bank and these could be seen in *Appendix 3*. Cllrs confirmed unanimously that they agreed to these new additions and the Clerk was requested to contact LLPG and advise above

Update of grass-cutting arrangements for the Village Hall

Cllr Harold recapped that this matter concerned a request from the Village Hall Committee if the Parish Council would consider taking on the grass cutting for the village hall as the current volunteer who was doing this was no longer able to do so. Clerk confirmed he had received information from ERYC advising this additional grass cutting could be added to the schedule and would entail approximately 14 cuts during the cutting season at a cost of £600 per year.

Cllrs unanimously agreed this should be progressed and Clerk was requested to action this for the new season next year



Update on progress for requesting new speed limit signs (Clerk)

Clerk advised no update as still waiting for response from ERYC – item would be carried over until next meeting

Update on recommendations from RoSPA Annual inspection (Clerk)

Clerk confirmed there were no major risks identified in the report – there were recommendations with regard to cleaning which he advised should be looked at in the spring time before the equipment would be used again.

Clerk also advised on report from Wickstead with regard to the surface under the basket swing at Kings Way playground which had deteriorated and now presented a serious trip hazard – the inspector had recommended that the basket swing was taken out until the surface had been repaired. Clerk understood that the surfacing work was relatively new and therefore he was looking to find the contractor who had done the work to address this.

Cllrs agreed that the surface did present a risk to the public and agreed that the basket swing should be temporarily removed

Update of parking issues outside of school (and recent notification of parking restrictions by ERYC)

Cllrs noted recent correspondence from ERYC who had advised the police had attended the school on a number of mornings to deal with poor and dangerous parking and had subsequently issued fines to a number of drivers who had refused to co-operate.

Cllrs agreed that a balance needed to be achieved to meet the safety of children and appropriate parking with the needs of parents dropping their children off at the school

Cllr Jolly advised that at the recent Governor meeting it had been agreed to speak to the local caravan park owner(see October minutes) about the possibility of using his land as a temporary parking resource..... it was agreed that Cllr Jolly and Cllr Harold would do this prior to the next meeting.

Cllrs also discussed how the proposed Memorial project might be able to address some of the parking / car flow issues around the school and it was questioned if parents realised this. It was agreed that this should be communicated to parents via the PTFA.

Update on location and re-siting of Woodmansey Village Name Signs (Clerk)

Clerk advised no update as still waiting for response from ERYC – item would be carried over to the next meeting



Update on previous clerk's salary and payroll arrangements (Clerk)

Clerk advised that the matter of the previous Clerks salary was now sorted and her final pay was one of the payments to be made at tonight's meeting. He continued that the current payroll provider had advised they did not wish to continue providing the payroll service to the Parish Council.

He had spoken to another provider Autela Payroll Services who were based in Skirlaugh whom the Clerk had worked with previously and they had agreed to take over the payroll going forward

7 Correspondence

Clerk confirmed he had received notification from ERYC with regard to the annual Rough Sleeping Estimate survey which was required of all Parish Councils to complete.

Cllrs discussed one such case in the area, however it was understood that this person had now been removed by the police. Clerk advised he would submit a nil return for Woodmansey

8 Any new or outstanding matters raised by Cllrs / update on Clerks action log (unless covered above)

Meeting Note 1: Cllr Oliver had advised his apologies and therefore matters he is championing will be deferred to December meeting

- Woodmansey Neighbourhood Plan
- Southwood Park Land acquisition
- Access road to Southwood Park provision of gate/bollards

However, Clerk advised that Cllr Oliver had submitted estimates of legal costs for the Southwood Park Land acquisition (*Appendix 4*) which he asked Cllrs to consider at the November meeting

Cllrs discussed the costs and agreed that as Cllr Oliver was leading / most involved in this matter he should be given delegated authority to determine which was the most suitable

Clerk also advised that it appeared a consultant used on the Neighbourhood Plan had submitted an invoice in June of this year and it had not been paid. Cllr Oliver asked if this could be addressed and the invoice was part of the cheques to be authorised in tonight's meeting

Meeting Note 2: Cllr Coe had advised of his apologies for the November meeting but had provided a report which had been circulated to Cllrs prior to the meeting – this can be found as **Appendix 5**

- Inaccurate Asset Register re: litter bins
- Litter bins
- Concerns with dog fouling

In summary Cllr Coe believed the register of bins owned by the Parish Council was inaccurate as it advised 5 bins but he was aware of only 3.



Cllrs advised that they believed a number of older bins had recently been removed as they were in poor condition. It was also unsure if the new shop owner intended to replace the bins outside of his shop. Cllr Harold agreed she would speak to the shop owner with regard to this (and if the bins would be taken in when the shop closed on an evening)

Cllrs agreed that Cllr Coe should continue to research the cost of replacing any bins and report back to the next meeting.

Blocked Gullies

Cllr Julie Los advised that she was concerned for the gullies in Thane Lane and Ferry Lane as well as the state of the footpaths in Thane village

Remembrance Sunday

Meeting concluded at 2040

Cllr Harold thanked Cllrs for their work during the recent Remembrance Events and in particular Cllr Hart for playing pipes at the commemoration ceremony and Cllr Jolly for organising the wreaths.

Cllr Expenses

Cllrs discussed if it was reasonable for them to receive 'out of pocket' expenses in their pursuit of Parish Cllr duties.... ie car journeys to planning meetings / development sites, attendance at training etc. Clerk confirmed it was his experience that this was the case – Clerk continued that it was the case that no Cllr should gain / benefit financially from their role as a Parish Cllr, however it was entirely reasonable (and expected) that they should be reimbursed for any 'out of pocket' expenses.

Cllrs agree that the Clerk should draft an Expenses Policy and related documentation to present to the next meeting for consideration and approval.

Cllrs noted the next meeting would be Monday, 16th December



Appendix 1

Woodmansey Parish Council
Planning Application Report for November 2019

For full details of applications, use the public planning portal at ERYC https://newplanningaccess/. Type in 'Woodmansey' for the location and 'current' applications

Location:	Planning Ref:	Proposal:	Status:	Observations / Comments:
Fabrics UK Limited Unit 30 Tokenspire Business Park Hull Road Woodmansey East Riding Of Yorkshire HU17 0TB	Ufm47 19/02670/PLF	Erection of extension and entrance lobby extension with repainting of warehouse	Granted, Conditions	
Land South West Of Maharba 93 Hull Road Woodmansey East Riding Of Yorkshire HU17 0TH	Ufm48 19/02819/PLF	Erection of dwelling and garage	Granted, Conditions	
Land South East Of Lawns Farm Park Lane Cottingham East Riding Of Yorkshire HU16 5SB Applicant: Harmony Energy Storage Ltd	Ufm17 19/01449/ST PLF	Construction of a 49.5MW Battery Storage Facility (77 battery units) with associated infrastructure	Granted, Conditions	
Agricultural Buildings South West Of Sequoia 28 Ings Lane Dunswell East Riding Of Yorkshire HU6 0AL	Ufm3 19/03550/PLF	Change of use for storage of biomass and the installation of biomass boilers, flues and combined heat and power system within existing general purpose agricultural building (retrospective)	Full Planning Application – obs date 13 th November 2019	Cllrs advised they had no objections / observations to make with regard to the application – it was a sustainable material and so had green credentials
Land South East Of Woodbine Cottage Shepherd Lane Beverley East Riding Of Yorkshire HU17 8PH	Umf3 19/03454/ST REM	Erection of 22 dwellings with associated infrastructure following Outline permission 17/01882/STOUT (Access, Appearance, Landscaping, Layout and Scale to be considered)	Strategic - Reserved Matters – obs date 13 th November 2019	Cllrs discussed there were landscaping issues with this application, specifically the removal of mature trees replacing with new trees – issue with flooding – Cllrs felt that ideally the trees should have stayed, however they had to accept the expert view that that the trees were said to be at risk / diseased / not in a good state. Got to accept this. Cllrs agreed that aside from above, there were no grounds for any further observation / objections
4A Butt Lane Beverley East Riding Of Yorkshire HU17 8NQ	Umf32978 19/03551/VA R	Variation of condition 2 (materials) and condition 6 (approved plans) of planning permission 18/00735/PLF for the change of use from ancillary accommodation for existing dwelling to separate dwelling with single storey extension to rear and side	Variation – obs date 19 th November 2019	Cllrs discussed this application was no different from original application – just change in materials – Cllrs agreed there were no grounds for any further observation / objection.
Land North West Of Figham Roundabout Woodmansey East Riding Of Yorkshire HU17 0TA Applicant: Lidl Great Britain Ltd And Cookridge Estates	Ufm16 19/03621/ST PLF	Erection of Petrol Filling Station (Sui Generis) with ancillary Retail Kiosk (Use Class A1) with associated hard and soft landscaping and access arrangements	Strategic - Full Planning Permission – obs date 5 th Dec	Cllrs expressed serious concern with this application all agreed that the original proposal included shopping and dining areas and Cllrs could not recall mention of any new fuel station Cllrs discussed this matter at length and agreed in summary to strongly object to the application on the following grounds: 1 it was felt that there were already sufficient petrol stations in the area and this new facility would result in overdevelopment of the area / impact



Land East Of Woodbine Cottage Shepherd Lane Beverley East Riding Of Yorkshire HU17 8PH	Ufm63 19/03749/ST PLF	Erection of a dwelling and detached garage with associated works on plot 74 following planning application 18/02748/STREM	Strategic - Full Planning Permission – obs date 5th Dec	In summary Cllrs requested that the application was taken to Planning Committee Cllrs discussed how this was left out of the original application / gap in the current plan and there were no grounds for further observation / objections
				2 The petrol station would almost certainly cause traffic issues due to its proposed siting on the roundabout — access is straight off the roundabout which will cause problems with cars backing up — there was already a history of accidents and ClIrs strongly felt the roundabout could not take additional traffic which would result from the siting of the new fuel station. 3 The increased traffic as a result of the new fuel station would also have issues for pedestrians and cyclist using the area - (goes over the cycleway and footpath)



Woodmansey Parish Council November 2019 Meeting

Item 310 Update on storage proposals for school (Cllr Harold)

The school has asked if Cllrs would consider one of the options for storage of equipment

1 Ephrgrave salt bins 3 pack. Each pack of three is £229.00 + VAT. Ideally, we would need two packs. These would allow the children to self-select and then store away again the learning resources they use outdoors. 2 x £229.00 = £458.00



2 Homebase - Yardmaster 6 x 4 ft Hercules Deluxe metal shed - currently £150.00 + £10 delivery. Self assembly.



84 litre really useful storage box x 4 = 4 x £14.66 = £58.64
35 litre really useful storage box x 6 = 6 x £9.95 = £59.70
Really useful open fronted crates £16.99 for a pack of three x 2 = £33.98



So in total the wish list comes to = £458 + £160 + £58.63 + £59.70 + £33.98 = £770.31 + VAT (although I'm sure as a school we don't pay the VAT/claim it back)

Supporting statement from Sarah Grainger, Acting Head of School

I realise that this is a huge amount of money that I'm asking about, but it really would make a massive difference to the children in Early Years. It's really important that they're able to self-select and make choices in terms of what they learn with and how to use it. This would solve our storage problems whilst at the same time keeping things secure and weather proofed.

I'm sure at the meeting I attended, someone was kind enough to suggest some type of freight container that would have cost around £1800, so cheekily this is a relative bargain (!) and much more suited to our needs.

Please let me know if the Council would like any additional information about any of the items that we'd love to be able to source for the school.



Woodmansey Parish Council – November 2019 Meeting Update on recommendations for LLPG Street Name Bank

1 Names presented by Cllrs for the Name Bank

Pearson

Moore

Campey

Ransom

Lords

Bayliss

Roy

Bairstow

Root

Morgan

Stokes

Buttler

Woakes

Plunkett

Rashid

Archer

Wood

2 Cllr Donkin has recommended Cllrs use the following app for new ideas on street names.

https://www.name-generator.org.uk/street/

3 LLPG ER have advised replacement of Magnolia Close with Dove Tree Close, as it was found to be a duplicate of one already existing within Molescroft..

They have also advised of the decision to approve the following names put forward by the developer for the above site, because "Trees" are already a theme in the Parish Councils Approved Name Bank. It was felt that those currently in the Name Bank relate to Trees that were planted at Woodmansey School and would be better served for naming developments within the Village itself where they would have more significance:

Mulberry Croft

Aspen Close

Spindle Garth

Cedar Drive

Cypress Dene

Spruce Avenue Hornbeam Close

Elm Tree Drive Magnolia Close

Larch Dale

Larch Dale

Acacia Gardens

Walnut Garth



Woodmansey Parish Council – November 2019 Meeting Land Acquisition, Southwood Park Woodmansey – Legal Costs

In his absence, Cllr Oliver has asked that Cllrs consider quotes from Solicitors he has contacted with an idea of cost with a view to agreement on which firm to appoint, subject to confirmation of a commuted sums grant.

- 1. Jane Brooks Law Cottingham circa £850 + VAT
- 2. Pepperells Hull wanted more information.
- 3. Wilkinson & Chapman Beverley £1200 £1700 + VAT
- 4. Sandersons Beverley £600 + VAT.

All plus searches and disbursement costs.

The vendor Imrey Minerals have said they will pass some land to the west of Southwood park for the nominal sums of £1 as long as the purchaser fences the boundary. There will be some cost in lopping and planting trees to be advised by a tree consultant. The PC would look to make an application to ERYC commuted sums for the full cost of the purchase and remedial work.

1 Jane Brooks Law

My name is Helen Wright I am Paul Harrisons secretary, Mr Harrison is currently on annual leave, I apologise for the delay in getting back to you, however, I can confirm that our fees for dealing with the matter below would be in the region of £850.00 plus VAT and disbursements which will include searches at approximately £300.00 and Land Registry fee which is based on the purchase price, bank transfer fee at 36.00 and other disbursements at approximately £50.00.

Mr Harrison is due back from annual leave on the 30th July 2019, however, should you require any further information in the meantime, please do not hesitate to contact me.

2 Pepperells Solicitors

I note the position set out in your e-mail. There are a number of issues I would need to raise in order to get a better idea of the level of work required and correspondingly the costs to be incurred:-

- 1. Is the title to the land already registered and if so when did the current owner register its title (which goes as to the need for a Chancel search)
- 2. Chancel search apart and enquiries to be made as to contamination, what other searches may the Buyer have in mind to undertake eg local authority search, water & drainage search, desk top environmental search, Town & Village Greens search etc
- 3. What covenants are to be imposed on the land and its use and what Cross easements may there be? (which goes as to the potential complexity of the transaction)
- 4. Are there any other more complex or related aspects to the transaction which have formed part of the negotiation
- 5. Does the Buyer have any special status of which I need to be aware or are any special consents or approvals required which may impact on the level of work to be undertaken by the solicitors acting?
- 6. Could the matter go straight to contract without the need for a contract?
- 7. Is it intended that the full range of standard/site specific pre-contract enquiries are undertaken.

There maybe other issues to arise of course as the matter progresses, but those are some of the initial issues that we would need to consider.



3 Wilkinson & Chapman

I think on the basis of what you have said the costs will be in the region of £1,200.00 to £1,700.00 plus VAT.

More than happy to respond to any queries arising out of the same. It will ultimately depend on how much time has been incurred on the matter I will try and keep it down as much as I can for you.

If you want to go ahead let me know and I will have a file opened for you.

4 Sandersons Solicitors

The likely costs for dealing with this would be as follows:-

 Solicitor's Fees
 £600.00

 Vat thereon
 £120.00

 Bank Transfer Fees
 £ 36.00

Land registration fee ££40.00 (this is their minimum fee up to £80,000 and they increase on a scale depending on purchase price)

Pre-contract searches £174.00 (estimated – this depends on what searches were needed)

In addition there may be Stamp duty, but I cannot advise on that without knowing the purchase price On the basis that it is under £150,000 no Stamp Duty should be payable



Woodmansey Parish Council – November 2019
Report by Cllr Paul Coe (Referenced as Items 322 & 323 on the Agenda)

1. Dog exclusion zone issue on King Street Play Area.

I have nothing to add.

2. Dog fouling issue in Woodmansey.

I have nothing to add.

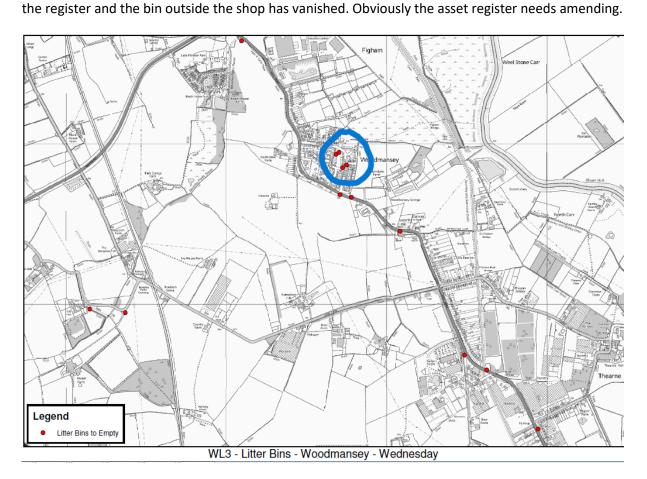
3. Inaccurate Asset Register for bins in Woodmansey.

On my visit to King Street recently to visit Mrs Julie Arnold it came to my attention that our bin asset register is incorrect. If you look at the asset register attachment it says that we have 5 bins inside the King Street play area yet I know there are 3.

Ref	Item	Identific
	START	
	Waste Bins	
	Wybone type (8);	
50	Bus shelter - Shopeth Way (opposite)	
51	Bus shelter - Plaxton Bridge	
52	Bus shelter - Dunswell	
53	Bus shelter - Dunswell	
54	Bus shelter - Dunswell	
55	Woodmansey Mile (near Keldmarsh School)	
56-57	King Street Play Areas (2)	
	Broxap metal type (3);	
58-59	Southwood Park (2)	
60	Victoria Road - near Morrisons exit/ by car wash	
	Cathedral type (2);	
61	King Street Play Area	
62	King Street Play Area	



If you look at the ERYC bin collection map (with the blue circle) a bin does exist on Queensway and is not on



4. Litter Bin Update.

Following on from last month's meeting ERYC are now just waiting for a date from their contractor regarding bin installation.

These 10 bins were justified through months of evidence of litter picking and residents correspondence.

On my visit to visit to Julie Arnold this month she raised the point of lack of litter bins which she had apparently raised before with ourselves.

Obviously had this information been known before we would have included it in our recent work of acquiring new bins

In my discussions with her she identified 5 areas where she thinks they are required so please look at my 3rd attachment where I highlight these.



Bin 1, 4 & 5

Given the recent increase in the number of people living in Woodmansey and many more dog walkers, she feels these are justified to help combat litter and dog fouling.

There is no doubt they would be useful given the increasing population of the village but as I don't know Woodmansey that well it is not my place to decide if we are to grant all of these.

Bin 2

I suggested the green bin idea given it is at the start of a public footpath and next to a hedge. This public footpath leads to Figham and is very popular with dog walkers. There were dog poo bags there so I feel this location is justified. Maybe ERYC would install this at no cost too?

Bin 3

A bin is always justified outside a shop and given a Council one was there before the renovations began, this begs the question to where has it gone? This location is therefore justified but if it is the case we have not removed it then the shop needs to fund another. Given also a takeaway/restaurant is being built next door to the shop it is imperative a replacement is installed.

If councillors agree in principle to all these new bins and you wish me to take this forward with ERYC (in the hope of striking another deal) then I would be happy to.

Otherwise the black Wybone bins are a total of £377.16 + VAT including installation.

