

Woodmansey Parish Council

Minutes of the Meeting

Monday 16th April 2018 at 7:10 pm in the Village Hall

Present: Cllrs Bowden, Harold (chair), Hart, Jolley, Julie Los, Richardson, Swaby, & Ward Cllr Mathieson

In attendance : Mrs Roberts (clerk)

Members of the public: 5

285. Apologies

Cllrs Beal, Oliver, Shores, Jon Los, Waddington and Ward Cllr Jump.

286. Declaration of Pecuniary and Non-Pecuniary Interest

Cllrs Bowden, Harold, Hart, Julie Los, Swaby & Richardson all declared a pecuniary interest in the Woodmansey Village Neighbourhood Plan minuted below in item 289.

Cllr Julie Los declared a non-pecuniary interest in the Anaerobic Digester Plant, minuted in item 294

287. Minutes of the meeting held on 19th March 2018

Resolved - The minutes of the meeting held on 19/3/18 were accepted and signed by Cllr Harold as a true record.

288. Matters Arising (Not otherwise on the Agenda)

- (a) Gate Plate at Southwood Park - No progress this month.
- (b) Tax on Expenses and Benefits - the money owed to the tax department has been paid and Mr Smith has refunded the council the full amount. We are now just waiting for the completion letter from the tax department.
- (c) Pedestrian Access to Village Hall - No progress has been made this month.
- (d) Defibrillator Electrode Pads - These have been ordered and expected to arrive this week.

289. Woodmansey Neighbourhood Development Plan

Cllr Jolley reported that there has been no progress this month.

Cllr Harold closed the meeting and invited input from the public

A resident enquired about the status of the village shop. There has been no recent activity, it is very overgrown and there have been several sightings of rats. Cllr Harold reported that no new information was available. The clerk to report the rat infestation to Environmental Health and Planning Enforcement.

Cllr Harold reopened the meeting.

290. Planning Applications:

Resolved - Cllr Jolley proposed the following comments are submitted to East Riding Council. Cllr Bowden seconded. All agreed.

<u>Application</u>	<u>Comments</u>
(1) <u>Beverley Grammar School Queensgate Beverley</u> - Installation of an external fire escape with associated staircase to first floor of X Block (Ref 18/00532/PLF)	Council support this application.
(2) <u>4A Butt Lane Beverley</u> - Change of use from ancillary accommodation for existing dwelling to separate dwelling (Ref 18/00735/PLF)	The council support this application subject to there being no objections from the neighbours.

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| <p>(3) <u>Land West Of Dene Park Sports Club Beverley Road Dunswell</u> - Erection of 5 dwellings with scale, appearance and landscaping to be considered (14/02140/VAR - Outline - 12/03780/OUT) (18/00762/REM)</p> | <p>The council support this application subject to there being no objections from the neighbours as long as all the original conditions imposed are met prior to starting the build.</p> |
| <p>(4) <u>Dunswell Park Beverley Road Dunswell</u> - Change of use of existing sports hall to mixed use including sports facilities, nursery and take away (Ref 18/00364/PLF)</p> | <p>The council support this application subject to there being no objections from the neighbours. The council, though does have concerns regarding impact of the takeaway to local residents, with respect to operating hours, increased traffic, noise and litter. These should all be mitigated as much as possible before approval is granted.</p> |
| <p>(5) <u>22 Sackville Close Beverley</u> - Erection of two storey and single storey extensions to rear (18/00846/PLF)</p> | <p>The council support this application subject to there being no objections from the neighbours.</p> |
| <p>(6) <u>56 Canterbury Close Beverley</u> - Erection of single storey extension to rear, construction of porch to front; conversion of existing garage into additional living accommodation and installation of roof lights to front roof slope (Ref 18/00710/PLF)</p> | <p>The council support this application subject to there being no objections from the neighbours.</p> |

291. Decisions of the Planning Authority

Resolved - The following decisions of the East Riding of Yorkshire Council were **noted**.

<u>Application</u>	<u>Decision</u>
(1) <u>Manor Farm 36 Thearne Lane Woodmansey</u> - Change of use of land for the siting of 10 touring caravan pitches in addition to the 5 permitted by the existing Camping and Caravanning Club Licence to allow for the continued use of land for the siting of 15 touring caravans in total for holiday use (Ref 16/02741/PLF)	Approved
(2) <u>Halfords Unit 3 Wingfield Way Beverley</u> - Display of 4 non-illuminated fascia signs and 2 internally illuminated fascia signs (Ref 17/04117/PAD)	Approved
(3) <u>Land East Of Keldmarsh Primary School Woodmansey</u> - Erection of 55 dwellings following outline permission 15/02089/STVAR (Access, Appearance, Landscaping, Layout and Scale to be considered) (Ref 17/02225/STREM)	Approved
(4) <u>Let Loose! Hull Road Woodmansey</u> - Erection of free standing v-board sign and single free standing sign at front entrance (Ref 18/00064/PAD)	Approved
(5) <u>Land South And West Of The Farm Dunswell</u> - Continued use of land for the keeping of horses, erection of stables, hay barn, polytunnels and retention of storage container and portacabin and creation of associated car parking and hardstanding area (Ref 17/03237/PLF)	Approved

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292. Withdrawn Planning Applications

Resolved - The following withdrawn application was noted .

Application

Decision

- (1) Former Dales Garden Centre, Long Lane, Woodmansey - Outline - Erection of 23 houses (Access to be considered with all other detailed matters reserved) (17/00098/ REFUSE) Refused

293. Planning Appeals

Resolved - The following decision was noted .

- (1) Land North Of Old Williams Way Lakeminster Park Hull Road Woodmansey - Erection of extension to existing agricultural building, erection of close boarded and post and rail fencing and access road (Ref 17/04062/PLF)

294. Anaerobic Digestion Plant Planning Application 15/03894/STPLF

The clerk reported that she had not yet written to Mr Sunman but would do this as soon as possible. Cllr Julie Los reported that the liaison group were very disappointed that, after a very hastily arranged meeting on 21/3/18 attended by residents, a parish councillor, the developer and landowner, that another amendment was submitted two days after the meeting. This amendment allows for the plant to produce gas to be fed into the National Grid instead of electricity. The council is very disappointed by the lack of openness and transparency regarding this matter and strongly dispute that this is a non-material change as interpreted by East Riding Council.

This is the second variation, the first being the landscaping, where East Riding Council have determined an amendment was non-material.

Other changes also seem to be incorporated. For example the amount of glycerol to be used and the need for a dryer. The latter was originally considered essential to prevent odours and reduce weight of the waste from the plant. In addition, the lighter the waste the less vehicle movements required to remove it from the site, thereby reducing the amount of traffic going in and out of the site.

The council asked the clerk to lodge an official complaint to Alan Menzies asking for a full explanation as to how East Riding Council could consider these amendments as non-material. In addition, the council asked the clerk to raise the matter with the Planning Inspectorate.

295. Bus Shelters

- (a) Bus Shelters by Woodmansey Primary School Repairs - The Clerk reported that she had instructed Mr Gillyon to do the necessary work but so far had not had an update on progress.
- (b) Bus Shelter Cleaning. - **Resolved** - Cllr Harold proposed that we instruct Beverley Round Table to clean the shelters in May. Cllr Julie Los seconded. All agreed.

296. Procurement Conference

Resolved - The clerk can no longer attend this conference. Cllr Richardson proposed that if any councillor wants to attend this conference, that the council would pay reasonable travel costs. Cllr Hart seconded . All agreed.

297. Town And Parish Council Communication Review Panel Survey

Resolved - The council completed the survey during the meeting. The clerk to submit to East Riding Council.

298. Footpaths - Scholefield Ave

Resolved - Cllr Bowden & Hart visited the site with John Church from Beverley & Holderness Internal Drainage Board. The land is owned by Paradise Farms. It was damp and a bit boggy but

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considering the weather conditions it was not too bad, but could benefit from having some bark chipping or similar put down on the public access footpath.

299. Play Areas

- (a) Tree Felling - **Resolved** - The Clerk reported that she spoke with Landplan last week; weather conditions are still preventing starting this project. Bird nesting could become an issue which may mean some or all of the trees cannot be felled until the autumn. Cllr Harold had visited the site recently and it was extremely boggy and rutted. She asked the clerk whether Landplan could advise if anything could be done to improve this as there are concerns regarding children's safety. Cllr Mathieson will also discuss with LeaAnne Wright regarding using commuted sums.
- (b) Deer Park Way - **Resolved** - The Clerk has not heard any more from Fiona Thompson. She will chase before the next meeting.
- (c) Quarterly Maintenance Inspections - **Resolved** - Cllr Richardson proposed that we instruct Wicksteed to perform the quarterly inspections. Cllr Hart seconded. All agreed.
- (d) Annual Inspections - **Resolved** - Cllr Richardson proposed that we instruct RoSpa to perform the annual inspection. Cllr Hart seconded. All agreed.

300. Village Signs

Deferred in Cllr Waddington's absence.

301. Traffic Speed Signs

Deferred as the Clerk has not had an opportunity to action this yet; she will do so before the next meeting.

302. Humberside Police

The Council **acknowledged** receipt of reports for Beverley Town and Rural for March 2018.

303. Code Of Conduct Survey

Resolved - The council decided not to respond to the survey.

304. Asset Register

- (a) **Resolved** - Cllr Julie Los proposed that the asset register is approved. Cllr Swaby seconded. All agreed.
- (b) **Resolved** - Cllr Julie Los proposed that the assets that could not be found were treated as having been disposed. Cllr Swaby seconded. All agreed.

305. On-Line Payees

Cllr Harold proposed that the Beverley Round Table are added to the list of on-line payees. Cllr Hart seconded. All agreed. Cllr Harold signed the updated register.

306. Laptop Power Supply

Cllr Bowden believes that he has a spare Dell power supply which he will try.

307. Commuted Sums

- (a) Tender & Commuted Sums Application - **Resolved** - Cllr Harold thanked both Sara Fletcher & the clerk for all their hard work associated with this project. The Tender notice was posted on 26/3/18. So far we have 8 interested suppliers. Two site visits have been arranged; one took place on 10/4/18 the second will happen tomorrow. With regard to the commuted sums application, Cllr Harold reported that essentially we have got approval in principle but we need to submit separate applications for each site. This can be done once designs have been selected. The clerk will ask suppliers to provide a subtotal for each site to assist with this.
- (b) Tender Assessment & Scoring Sheet - **Resolved** - Cllr Richardson proposed that the Council approve the Tender Assessment & Scoring Sheet. Cllr Jolley seconded. All agreed.
- (c) Tender Project Timeline - **Resolved** - the clerk reported that she had been contacted by a supplier and asked if the closing date for the tender could be extended. If this is granted then there is insufficient time to consult with residents and score the tender response before the next council meeting. This would mean that the contract would not be awarded until 18/6/18. Cllr

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Swaby proposed that the closing date for the tender should remain unchanged and the Tender Timeline is approved. In addition, Cllr Jolley will be responsible for opening the tenders with the clerk. Cllr Harold seconded. All agreed. The council asked the clerk to see if she could get a standard contract from LeaAnne Wright and to see if this could be checked by East Riding Council's legal department.

- (d) Tender Presentations - **Resolved** - Several suppliers have asked if they can do a presentation of their design. Cllr Swaby proposed that the the timeline is amended to included presentation for shortlisted suppliers on 14/5/18 in the village hall. Cllr Harold seconded. All agreed.
- (e) Post Installation Inspection - **Resolved** - Cllr Swaby proposed that the Council appoint RoSpa to do a post installation inspection. Cllr Harold seconded. All agreed.
- (f) Planning Check - **Resolved** - Cllr Jolley proposed that the Council submit a planning check once the preferred designs have been identified. Cllr Richardson seconded. All agreed.

308.Accounts & Financial Statements

- (a) **Resolved** - the April Bank Reconciliation was performed by Cllr Jolley. The current bank balance was reported as £54,298.49
- (b) Payment of Invoices – **Resolved** – Cllr Hart proposed that the following invoices were approved for payment. Cllr Julie Los seconded. All agreed. It was noted that payment to the Clerk last month was incorrect. The Clerk had deducted the employers NIC from the clerk's salary. This has been refunded in this month's salary. The council noted that ERVAS will perform the payroll function for the council from now on.

The Council approved payment of the following invoices/accounts by cheque:

	£
(i)1 - ERNLLCA (Membership fee)	1,085.33
(ii)5 - Forrester Boyd Robson (Payroll services)	120.00

The Council approved payment of the following invoices/accounts by direct transfer:

	£
(i)3 - J Roberts (Ref :- Reimbursed Ink)	9.90
(ii)4 - Staff salary (Ref April salary)	500.88

TOTAL	1,716.11
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- (c) **Resolved** - Cllr Hart proposed transferring £10,000 from the council's cheque account to its saving account. Cllr Julie seconded All agreed.
- (d) **Resolved** - Cllr Julie Los proposed that the council approve the end of year accounts and forward them to the internal auditor. Cllr Hart seconded. All agreed.

309.Meetings Of Outside Organisations

- (a) Beverley, Molescroft & Woodmansey Joint Meeting - The Clerk reported that this was cancelled due to the unavailability of Inspector Hinch. So far no alternate date has been identified.
- (b) Anaerobic Digester Plant Liaison Group - was attended by Cllr Richardson. Details discussed above.

310.Miscellaneous Correspondence

Resolved - The Council acknowledged receipt of listed miscellaneous correspondence in Appendix A. None of the emails needs to be retained and no further actions required.

311.Any Other Business

Vehicles Parking at the back of 300 Hull Rd - Cllr Julie Los reported that due to cars parking here, traffic wishing to pass are driving over the grass verge which is now rutted and difficult to maintain. The clerk to investigate to see what can be done.

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312.Next Meeting

The next meeting is on **Monday 21st May 2018 at 7:00 pm.**

Meeting Closed at 8:50pm



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Appendix A

Date	Description	From	Action Req'd	Retain
7/3/18	Woodmansey PC - Annual inspection	Wicksteed	Added to agenda	No
6/3/18	Planning Consultation for 18/00532/PLF Beverley Grammar School	ERYC	Added to agenda	No
14/3/18	Notification of Decision on App Ref 16/02741/PLF	ERYC	Added to agenda	No
14/3/18	Planning Consultation for 18/00710/PLF 56 Canterbury Close	ERYC	Added to agenda	No
15/3/18	Planning Consultation (amended description) for 18/00710/PLF 56 Canterbury Close	ERYC	FYI	No
15/3/18	Notification of Decision on App Ref 17/04117/PAD	ERYC	Added to agenda	No
16/3/18	Code of Conduct/Register of Interests	Jon Whyley, ERYC	FYI	No
16/3/18	NEW Ships and Castles Range	Kompan	FYI	No
16/3/18	Leader resigns after Whitehall report calls for failing council to be split up	Public Sector Executive Online	FYI	No
16/3/18	New Environment Agency Floodline Number	ERYC	FYI	No
16/3/18	ERYC Review Panel	John Whittle	FYI	No
16/3/18	Parish Transport Champions Central Zone	ERYC	FYI	No
18/3/19	Weekly Facebook Page update for Woodmansey Parish Council	Facebook	FYI	No
19/3/18	HMRC Letter 160318	HMRC	On agenda 19/3	Yes
19/3/18	Re: 17/30554/CONDET - Condition 4 (liaison group) of planning permission 15/03894/STPLF - At Land South Of Petunia Nurseries, Plaxton Bridge Road, Woodmansey, East Riding of Yorkshire	Alison Goddard & response from Clerk	FYI	No
19/3/18	Britain's longest-serving mayor deselected in favour of Momentum-backed candidate	Public Sector Executive Online	FYI	No
19/3/18	Fwd: Notification of Decision on App Ref 17/02225/STREM	ERYC	Added to agenda	No
19/3/18	Summer will be here soon! Time to plan your PLAY AREA PROJECT!	Wicksteed	FYI	No
20/3/18	Community Led Housing Seminar	Mark Lewer, ERYC	FYI	No

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Date	Description	From	Action Req'd	Retain
20/3/18	Planning Consultation for 18/00735/PLF 4A Butt Lane Beverley East Riding Of Yorkshire HU17 8NQ	ERYC	Added to agenda	No
21/3/18	New message from Stephanie Cook (via Facebook)	Stephanie Cook	FYI	No
21/3/18	Swing into Spring with Creative Play	Creative Play	FYI	No
21/3/18	Woodmansey PC Commuted sums proposed bid.	Sara Fletcher/ Judith Roberts	Added to agenda	No
21/3/18	Code of Conduct	ERNLLCA	Added to agenda	No
21/3/18	Planning Consultation for 18/00762/REM Land West Of Dene Park Sports Club	ERYC	Added to agenda	No
21/3/18	CLH event in Driffield	Peter Hirschfield, ERYC	FYI	No
22/3/18	Competition to WIN up to £50k Matched Funding	Kompan	FYI	No
22/3/18	March Offers from Onlineplaygrounds	Online Playgrounds	FYI	No
22/3/18	Notification of decision of appeal for 17/00098/ REFUSE Former Dales Garden Centre	ERYC	Added to agenda	No
22/3/18	Play Equipment for Developers & Councils	EIBE	FYI	No
26/3/18	Planning Consultation for 18/00364/PLF Dunswell Park Beverley Road Dunswell	ERYC	FYI	No
26/3/18	Javid approves council merger in west of England	Public Sector Executive Online	FYI	No
26/3/18	Parish Council Liaison Meetings Invitation Letter	Stehen Hunt, ERYC	FYI	No
27/3/18	Park & Recreation Newsletter by HAGS - March 2018	HAGS	FYI	No
27/3/18	ERSAB Newsletter - April 2018	Kathryn Platten, ERYC	FYI	No
27/3/18	For the attention of Graham Stuart MP, Councillor Harold and Woodmansey PC.	Philip Sullivan	FYI - Topic on agenda	No
27/3/18	For the attention of Graham Stuart MP, Councillor Harold and Woodmansey PC.	Philip Sullivan	FYI - Topic on agenda	No
27/3/18	Town and Parish Council Communication Review Panel - Survey	Samm Campbell	FYI - Topic on agenda	No

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Date	Description	From	Action Req'd	Retain
28/3/18	Membership Invoice 2018/2019	ERNLLCA	Added to agenda for payment	No
28/3/18	Complying with the General Data Protection Regulation Local Government Briefing 12th June	Westminster Briefing	FYI	No
29/3/18	Planning Consultation for 18/00846/PLF 22 Sackville Close	ERYC	Added to agenda	No
29/3/18	ERNLLCA -East Riding (Central) District Committee meeting 11 April 2018	ERNLLCA	FYI	No
29/3/18	Important Message from the CEO re: GDPR	SLCC	FYI	No
29/3/18	Notification of Decision on App Ref 18/00064/PAD	ERYC	Added to agenda	No
29/3/18	eibe Play: New Website and Discount Offer	EIBE	FYI	No
29/3/18	Notification of withdrawn application 17/04062/PLF	ERYC	Added to agenda	No
29/3/18	Notification of Decision on App Ref 17/03237/PLF	ERYC	Added to agenda	No
3/4/18	Procurement Skills Development at Procurex England North	Procurex	Added to agenda	No
3/4/18	New urgent treatment services introduced	East Riding of Yorkshire Clinical Commissioning Group	FYI	No
4/4/18	Win a free website	Town & Parish Council Websites	FYI	No
4/4/18	Councils flying high: the five pioneers using drones to deliver public services	Public Sector Executive Online	FYI	No
4/4/18	Re: For the attention of Graham Stuart MP, Councillor Harold and Woodmansey PC.	Philip Sullivan	FYI	No
4/4/18	Failing Northamptonshire to empty all reserves in order to balance books this year	Public Sector Executive Online	FYI	No
4/4/18	Quarterly Inspections	Wicksteed	Added to agenda	No
5/4/18	Questions regarding the Tender WPC01	Public Sector Executive Online	FYI	No

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Date	Description	From	Action Req'd	Retain
5/4/18	Ideas for signs for woodmansey	Jon Los	On agenda	No
5/4/18	Add a Rustic Touch with our Round Timber Trim Trail	Creative Play	FYI	No
5/4/18	Cherry Tree Court - Letter to Residents	Andy Bentley, ERYC	FYI	No
5/4/18	eibe Play: Spring Rockers for Summer	EIBE	FYI	No
5/4/18	Tax on Expenses & Benefits	HMRC	FYI	No
6/4/18	NEW Swings and Carousels Intro Offer Ending Soon	Kompan	FYI	No
6/4/18	April Offers from Onlineplaygrounds	Online Playgrounds	FYI	No
9/4/18	East Riding of Yorkshire and Kingston upon Hull Joint Minerals Local Plan Proposed Submission consultation	ERYC	FYI	No
9/4/18	Suffolk councils put merger plans on hold until 2020	Public Sector Executive Online	FYI	No
10/4/18	Save up to 30% on your software spend within a year	Public Sector Executive Online	FYI	No
10/4/18	It's a Knockout 2018	Dove Hospice	FYI	No
10/4/18	GDPR and the Public Sector – should you be worried?	Public Sector Executive Online	FYI	No
10/4/18	WIN £50k Matched Funding for your Playground or Fitness Project	Kompan	FYI	No
10/4/18	Re: Commuted Sums Application	LeaAnne Wright	FYI	No