

### MINUTES OF THE MEETING

Held on Monday 22 July 2019 at 7.00pm - Village Hall, Long Lane, Woodmansey

PRESENT: Parish Councillors Harold (Chair), Beal (Vice Chair), Coe, Donkin, Hart, Jolley, Jon Los, Julie Los, Oliver, Waddington, Ward Councillors Jump, Mathieson  
MEMBERS OF THE PUBLIC: Mr David Shores, 19 residents for planning application 19/01692/PLF  
IN ATTENDANCE: Tracey Bellotti, Clerk

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244. APOLOGIES FOR ABSENCE: Cllr Astell, PC Matthews

245. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST (Any Member or Officer with a personal interest in any item on the Agenda may declare that interest under this item or immediately prior to the commencement of the item to which the interest relates. If the interest is pecuniary the Member shall leave the room for the discussion and voting on that item). **Cllrs Harold, Beal, Hart, Jon Los and Julie Los all declared a pecuniary interest in the Woodmaney Neighbourhood Development Plan.**

246. MINUTES OF THE MEETING of the PARISH COUNCIL of 17 June 2019

Clerk advised that minute references 236 & 240 were amended as the updates were recorded under wrong headings, and there was a correction to the automatic page numbering – should start at 67 not 68.

**Resolved:** That the amended minutes of the meeting of 17 June 2019 be agreed, and signed and dated by the Chair as a true and correct record. **All agreed.**

247. CO-OPTION TO DUNSWELL WARD

**Resolved:** That Mr David Shores be co-opted on to Dunswell Ward.

Proposed: Cllr Oliver Seconded: Cllr Hart

Councillor Shores completed Acceptance and Register of Interest forms.

248. CLERK'S REPORT/MATTERS ARISING FROM PREVIOUS MEETINGS

- a) Clerk's post – T Bellotti has given 2 months' notice and will be leaving early September 2019. Vacancy to be advertised on the ERNLLCA website – free service.
- b) ID badges – when members' photos, badges will be ordered from ERYC.
- c) AGAR – submitted to PKF Littlejohn external auditor within the deadline.  
Chair thanked the Clerk for her work in getting this done with all the historical issues.
- d) VAT return – cba Sadofskys have agreed to carry out the VAT return.
- e) Website – HUB team meeting to be arranged, but this will probably now be when the new clerk is in post. Clerk has obtained quotes for design of new website, but it is possible that ERYC could provide this service.
- f) Parking problems outside Woodmansey School – Cllr Harold updated re the complaints received from residents and school. ERYC have been contacted and a meeting is to be arranged. Situation to be monitored when school re-opens.
- g) ERYC consultation TRO Lincoln Way, Beverley – WPC response submitted.
- h) Shepherd's Lane – closure of PROW – nothing can be done short - this is temporary as far as WPC is aware.
- i) ERNLLCA Training Courses – 2 members are currently attending courses.

- j) Removal of Shepherds Lane permanent road closure sign – agreed no action at present with all the developments in the area as this may be needed to advise vehicles, especially lorries of the no-through route. ERYC Highways to be contacted re gates and locks at the Pegasus crossing at the other end of Shepherds Lane.

#### 249. PARISH COUNCIL LETTERHEAD

To agree wording of the Parish Council's official letterhead

**Resolved:** To remove the 'boundary' wording altogether – letterhead just to read 'Woodmansey Parish Council' with the new logo design.

Proposed: Cllr Julie Los    Seconded: Cllr Waddington

#### 250. ACCOUNTS AND FINANCIAL STATEMENT

- a) The Clerk reported that at 21 June 2019, the current account bank balance was £13,645.00 and the savings account balance was £47,987.64.

**Resolved:** That the bank statement be agreed, verified by Cllrs Jolley, Oliver and Waddington.

- b) The quarterly cash-flow bank reconciliation for 1<sup>st</sup> quarter April – June 2019 was circulated to members signed and dated by the Clerk and Chair. Clerk advised that this level of report, along with the issues with the Clerk's pay, were the 2 items that the internal auditor reported as needing to be addressed.
- c) The following schedule of payments was circulated to members for signature and signed and dated by the Clerk and Chair.

Item	Payment	£
1.	ERNLLCA Invoice SI-223 27/06/2019	90.00
2.	ERNLLCA Invoice SI-307 17/07/2019	45.00
3.	ERNLLCA Invoice SI-204 27/06/2019	90.00
4.	ERNLLCA Invoice SI-246 03/07/2019	216.00
5.	Beverley Round Table Invoice #108 03/07/2019	50.00
6.	Beverley Round Table Invoice #109 03/07/2019	355.00
7.	cba Sadofskys Invoice 339.18.MKT.WO7888	48.00
8.	Yorplan Invoice 19.32 01/05/2019	420.00

- d) To approve Clerk's pay/allowances/expenses for May 2019  
e) To approve Clerk's timesheet and overtime hours for June 2019  
f) To approve Clerk's pay/allowances/expenses for June 2019  
g) To approve corrections to Clerk's pay & allowances November 2018 – May 2019, in line with the internal audit report 2018/19 and with the revised NJC rates 1 April 2019.  
h) To pay the Clerk's contracted hours for July and August 2019 and to allow delegation of authority to the Personnel Committee to deal with any personnel items over the summer recess and approve any hours worked in September before the next meeting.

**Resolved:** That the above items b) to h) be agreed and approved.

Proposed: Cllr Donkin    Seconded: Cllr Hart    All agreed.

#### 251. PLANNING APPLICATIONS

Councillor clarified the purpose of the planning sub-committee meetings and that the committee does not make recommendations, but hopefully helps to provide more detailed information for discussion at full council meetings. This will be reiterated at future meetings.

a) **Applications Received:**

The following applications were received and discussed, and comments submitted:

- (i) Ref 19/01679/PLF Builders Compound, Shepherd Lane, Beverley  
Erection of 10 dwellings including new vehicular access - AMENDED PLANS AND DESCRIPTION  
**Comment: The Parish Council would refer to its consultee comment of 19 June 2019: "Woodmansey Parish Council objects to this application, on the grounds of over-development. The density of the proposed development is higher than the average for the Lincoln Way estate. The Parish Council is disappointed that more trees are not planned to be planted to absorb the sound, provide screening, and to counteract pollution." The Parish Council notes that the amended plans now show 10 properties rather than 9 on the previous plans, and its view on over-development therefore remains the same.**
- (ii) Ref 19/01994/PLF 399 Hull Road Woodmansey  
Erection of single storey extension with roof lantern to rear following demolition of an existing conservatory and partial demolition of an existing flat roofed single storey extension  
**Comment: The Parish Council supports this application subject to there being no objections from neighbours.**
- (iii) Ref 19/01795/PAD Land North West Of Figham Roundabout Woodmansey  
Display of 1 internally illuminated 'flagpole' sign (6m high), 1 internally illuminated poster display unit, 2 internally illuminated large column mounted hoarding signs, 2 externally illuminated small wall mounted billboard signs, 3 externally illuminated large wall mounted billboard signs and 1 internally illuminated small wall mounted logo sign  
**Comment: The Parish Council has no objection to this application, except it requests that the applicant commits to switching off the lights and signs when the shop isn't open, to reduce light pollution at night and reduce energy consumption.**
- (iv) Ref 19/02368/PLF East Riding Leisure Beverley Flemingate Beverley  
Erection of detached building to house heat and electricity technologies with associated landscaping and infrastructure  
**Comment: The Parish Council has no objection to this application**
- (v) Ref 19/02157/PLF England Springs Long Lane Woodmansey  
Erection of a detached garage  
**Comment: The Parish Council supports this application**
- (vi) 19/01692/PLF 4U Fresh Produce Limited Unit 6 Plaxton Bridge Road Woodmansey  
Continued use of land and buildings for the collection, processing and distribution of potatoes operating 24 hours a day, 7 days a week (resubmission of 18/01319/PLF)  
**Comment: The Parish Council would refer to its consultee comment submitted on the previous planning application reference 18/01319/PLF: 'The Council supports local residents and strongly objects to this application. It is concerned about the impact of the noise from the factory and the heavy traffic, to nearby residents, 24 hours a day /7 days a week. It is also concerned about the possible offensive odours from the stored potatoes and the increased Health & Safety issues caused by the increased traffic. In addition, the access to the site is poor and there is insufficient room for multiple vehicles to access and manoeuvre within the site. This has caused problems in the past. The A1174 is also a dense residential area with a school, and residents are not happy about the increased heavy traffic that will use this road if this application is approved. The Council believes that this is not an appropriate site for this type of business and urges East Riding Council to apply a sequential test. Particularly because there is minimal benefit to the local community. Should East Riding Council take a different view from the Parish Council, then the Council requests that approval is given to the company only rather than the site.' The Parish Council advises that nothing has changed, and still strongly objects supporting residents' views. The Parish Council is disappointed that this application has been received again so soon after the previous application.**

b) **Decisions of the Planning Authority:**

The following decisions were noted:

- (i) Ref 19/01375/PLF 65 & 67 Wingfield Way, Beverley - **Granted**  
Erection of two storey side extension to number 67 Wingfield Way following demolition of both existing garages at nos. 65 and 67 Wingfield Way, with some alterations at no. 67 Wingfield Way

- (ii) Ref 19/01303/PLF 14 Warton Drive Woodmansey - **Granted**  
Erection of single storey extension to rear following demolition of existing conservatory
- (iii) Ref 19/01317/PLF 5 Southwell Close Beverley – **Granted**  
Erection of single storey extension to side
- (iv) Ref 19/01233/PLF 31 Bramble Hill Beverley – **Granted**  
Erection of first floor extension to rear (this item was missed off the agenda - oversight)

**Resolved** - That comments be submitted to East Riding of Yorkshire Council and decisions be accepted. Proposed: Cllr Jolley Seconded: Cllr Donkin All agreed

c) **Planning applications going to Area Sub-Committee:**

- (i) Ref 19/00400/PLF 14 Kingsmead, Woodmansey  
Erection of a two storey extension to rear following removal of existing conservatory

d) **Planning applications that have been withdrawn since consultation:** None

e) **Planning application comments submitted since the last meeting:**

There were no comments made by the Clerk on behalf of the Council, in response to applications for planning permission upon which the Parish Council had been consulted but for which deadlines applied before the next Council meeting.

252. HUMBERSIDE POLICE REPORTS FOR BEVERLEY TOWN & RURAL

Reports for June 2019 had been circulated by email and receipt was acknowledged.

253. PLAY AREA REFURBISHMENT PROJECT

- a) Southwood Park – Works due to start 27 August 2019. Picnic table to be included in the price. Quote received from RJ Ellerington for access and clearing works.

**Resolved:** That RJ Ellerington be instructed to carry out the access clearance and strimming works at total cost of £500. Proposed: Cllr Jolley Seconded: Cllr Shores

- b) Vandalism to play area equipment – King St and Deer Park Way. Clerk reported on behalf of PC Matthews that PCSOs have made enquiries regarding the damage at King St play park, however there are no witnesses. PC Fish investigated the damage at Deer Park Way park and 4 males have been spoken to but there was insufficient evidence to deal with any of them. Supplier had repaired the damage free of charge but more damage had been caused since. Supplier to be contacted at the end of the summer holidays – play areas to be monitored over the summer.

- c) Deer Park Way flooring – pieces of loose rubber

**Action:** Clerk to contact ERYC re condition of the Deer Park Way play area flooring

- d) King St play area - noise complaint had been received from neighbour regarding the football target.

**Action:** Clerk to contact the supplier to see if anything can be done to reduce the noise.

- e) Southwood Park land acquisition – nothing to report. Awaiting update from solicitor.

254. PLAY AREA MAINTENANCE

- a) Monthly inspections – Wicksteed and Round Table inspections carried out
- b) Annual inspections – RoSPA to carry out inspection September 2019

**Action:** Clerk to advise Wicksteed that RoSPA are instructed and check costs

255. ERNLLCA CORRESPONDENCE

- a) Good Councillor Guides – ERNLLCA sold out – more to be printed and will be provided to members at next meeting.

- b) NALC Annual Conference 2019 – no members to attend. Information filters through via ERNLLCA.

## 256. ERYC CORRESPONDENCE

The following correspondence was acknowledged as circulated:

- a) Street name consultation – Land East of England Springs Lane, Long Lane  
Response to be sent agreeing to name suggestion
- b) Highways and Transport survey
- c) Parish Council Planning Liaison Meetings – Minutes and Notes
- d) ERYC footway street lighting – service level agreement increase

## 257. MISCELLANEOUS CORRESPONDENCE

- a) Hornsea Four Offshore Wind Farm Update
- b) Village & Community Halls Conference: Hall Together event 12 September 2019 – to be forwarded to the Village Hall Committee
- c) Invitation to the Beverley Youth Festival – 28 August 2019 – Rugby Club  
Flyers to be put in noticeboards and distributed to shops etc.

## 258. RESIDENTS' COMMUNICATION

- a) Noise from football target – King Street play area
- b) Sign re-erection for Woodmansey shop – ERYC Streetscene have been contacted and Clerk has visited the shop to advise.
- c) Clearing of public footpath/bridleway (Facebook) – Cllr Harold advised that this was reported to ERYC and it was cleared swiftly.

## 259. SOCIAL MEDIA POLICY

Clerk advised that the draft Social Media Policy of December 2017 was originally approved at the Parish Council's meeting of January 2018, but that it had never been uploaded on to the website or an approved version saved. Clerk has re-typed the document exactly as it was, just reformatted.

**Resolved:** To re-approve the draft Social Media Policy dated December 2017, as originally brought to Council and approved at meeting of 18 January 2018.

Proposed: Cllr Julie Los    Seconded: Cllr Oliver

**Action:** Clerk to upload approved Social Media Policy document on to website

## 260. WOODMANSEY NEIGHBOURHOOD PLAN UPDATE

Next Steering Group Meeting date to be advised shortly – Councillor Oliver has been unavailable due to personal reasons. The Plan is going into final consultation stage – residents and statutory consultees have had final say on the plan. Consultant is pulling together comments and feedback received following the consultation process and this will be circulated to the Steering Group ahead of the next meeting. The final plan will then be put to the Parish Council for approval and then goes to East Riding Council for recommendations and amendments. Trying to keep it as cost neutral as possible to the Parish Council.

## 261. MEETINGS OF OUTSIDE ORGANISATIONS

- a) Beverley Local-Links and Youth Coalition 15 July 2019 – Cllr Oliver attended
- b) ERVAS have a website – volunteers available for projects
- b) EYLC Network meeting 17 July 2019 – Cllr Astell attended and will provide feedback

## 262. LITTER PICKING/LITTER BIN AUDIT

Map of emptying routes has been requested from ERYC. Damaged litter bin – Queensgate, Beverley - ERYC to be contacted to check ownership. Working copy of the Asset Register has been created for the bin audit.

263. WOODMANSEY VILLAGE NAME SIGNS

Cost for gate style signs £3k for 4 signs. Sub committee members to meet on site and check measurements. Mock up of design to be obtained from ERYC.

264. DEFIBRILLATORS

Cllr Hart reminded members that these are checked weekly. The Ship Inn defibrillator was reported by Yorkshire Ambulance as opened/use. Cllr Hart checked and it was fine.

265. WOODMANSEY PARISH MAPS

Digital versions of the parish maps to be obtained when the website is updated.

266. BUS SHELTER CLEANING

Litter in bus shelters following bus shelter cleaning. Response received from Beverley Round Table advises that the bus shelters were thoroughly cleaned but that the design of the brick shelters means that the litter collects, and also encourages people to congregate and leave litter. Situation to be monitored.

267. ANY OTHER BUSINESS

King Street play area provision of table tennis table – to be added to September meeting.  
30mph speed limit signs – to be added to September meeting.

268. NEXT MEETING

The Parish Council has no full council meeting during August 2019 but a planning meeting may be arranged to provide comments to the planning authority on any planning applications received which have a deadline for responses before the next meeting.

The next full meeting of the Parish Council is to be held 7pm Monday 23 September 2019.

**Meeting closed at 9.35 pm**

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