



Summary Notes of September 2019 Ordinary Meeting

Date of Meeting Monday, 23rd September 2019
Time of Meeting 1900
Location of Meeting Woodmansey Village Hall

IN ATTENDANCE:

Parish Cllrs Cllr Kerri Harold (Chair), Cllr Amanda Beal (Vice Chair), Cllr Geoff Donkin, Cllr Nick Hart, Cllr Andrew Jolley, Cllr Jon Los, Cllr Julie Los, Cllr Stephen Oliver, Cllr Clive Waddington,
Ward Cllrs Cllr Jos Jump, Cllr Mathieson
Parish Clerk Andrew Crabbe

269 APOLOGIES FOR ABSENCE

Cllr Paul Coe and Cllr Peter Astell

270 DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

Meeting noted that several Cllrs owned land within the neighbourhood plan – this is fully recorded in individual declaration(s) and available in the public domain

Clerk noted that the previous Clerk had advised him that a small number of Parish Cllrs had not completed / renewed declarations of interest. Clerk advised the meeting that even if Cllrs had previously completed a form, they were advised in the interests of transparency to sign new forms..... going forward he proposed that forms would be issued annually at the General Meeting, pre-filled with previously advised interests, and all Cllrs would need to do is sign.

Clerk also noted that he was aware of a complaint from a member of the public that not all declarations were listed on the parish website..... Clerk advised that as far as he was aware declarations only need to be listed on the Authority website. He would check with ERYC to see if this differed in this area and advise accordingly.

271 MINUTES OF MEETINGS

To approve minutes of Parish Council Meeting of Monday 22 July 2019

Cllr Harold noted the minutes of the previous meeting and asked if Cllr's agreed to the minutes. Noted as a true record for the purposes of the meeting.

272 RETURN FROM SUMMER RECESS & 'WELCOME' TO NEW CLERK!

For the purposes of the record, Cllr Harold confirmed the appointment of Andrew Crabbe ('Clerk') as Parish Clerk and Responsible Financial Officer.



273 CLERK'S/CHAIR'S REPORT

a) Clerk's post

Meeting noted that Tracey Bellotti had now formally left the role as Parish Clerk and Cllrs thanked her for her excellent support during her time with the Parish. Andrew Crabbe would be taking over the role of Parish Clerk and RFO as of this meeting.

b) VAT return

Cllrs noted that the Clerk would look into this..... Clerk advised that he was aware there had been problems with the current payroll company, Sadofskys and he understood from Tracey that it had been intended they would carry out the VAT return, but due to the problems this had not happened at this time.

c) Website/Hub

Cllr Harold advised that she was aware there had been problems with the website – Clerk would look into this as part of the handover.

d) ID badges

ID badges for all Cllrs had arrived and Tracey had provided lanyards. Badges were duly distributed to Cllrs

e) Signage for Woodmansey shop

Cllr Harold noted that the sign was finally up

A question was asked regarding the lottery sign outside of the shop and should that be allowed.... It was noted that this was moveable and therefore allowed.... It was taken in every night.

f) Deer Park Way play area – condition of flooring

Cllr Harold noted that Tracey had forwarded update emails on this matter and that the Clerk would pick this up and report to the next meeting. It was noted that the play area in Kings Street was also having problems due to the recent hot weather – two different contractors were involved.

274 WOODMANSEY VILLAGE NAME SIGNS

Cllrs discussed installation of 'white gated' village sign..... Cllr Oliver advised that the cost would be in the region of £3,000 per gated sign. A brochure was based around for Cllrs to see different versions of gated signs.

Cllrs discussed positioning and cost – there was no specific budget for the project but funding may be available from the ***** windfarm. Cllr Oliver would look into this and report back to the October meeting

275 ACCOUNTS AND FINANCIAL STATEMENT (see Appendix A)

ERYC Supplies - 25metre extension cable	£27.54
ERNLLCA Invoice No. SI-315 Being a Good Councillor booklets	£50.75
ERNLLCA Invoice No. SI-444 Good Councillor Training Course 25/09/19	£90.00
ERNLLCA Invoice No. SI-378 Good Councillor Training Course 2/10/19	£108.00
National Citizen Service (NCS) Donation Under Section 137	£100.00
R J Ellerington Invoice 09/08/19 Southwood Park access widening and strimming	£500.00
Wicksteed Leisure Ltd Invoice No. 0000807275 King Street Maintenance Inspection 5 August 2019	£96.00
Wicksteed Leisure Ltd Invoice No. 0000807276 Southwood Park Maintenance Inspection	£96.00
RoSPA Annual Inspections Fee Invoice No. 45252 18/09/19	£219.00
HMRC PAYE/NIC	£64.70 To 26 Sept 2019

Clerk noted that he understood there were issues with the previous Clerk's pay caused by the payroll provider resulting in the fact she had never been paid correctly and had not been paid at all for several months. Clerk had a number of cheques payable to the previous clerk and he would duly record these for the purposes of financial reporting back to the Parish Council in October.

276 PLANNING APPLICATIONS (See Appendix B)

(i) Ref 19/02794/PLF Land West Of Dene Park Sports Club Beverley

Erection of a replacement dwelling on plot 5 amended scheme of 18/00762/REM

Comment: The Parish Council supports this application subject to no objections from residents / neighbours

(ii) Ref 19/02819/PLF Land South West Of Maharba 93 Hull Road Woodmansey

Erection of dwelling and garage

Comment: The Parish Council supports this application subject to no objections from residents/neighbours

(iii) Ref 19/02953/PLF 9 Alexandra Drive Beverley - Retention of a wooden fence

Comment: The Parish Council supports this application subject to no objections from residents/neighbours

(iv) Ref 19/02673/PLF 86 Chester Avenue Beverley

Conversion of integral garage to additional living accommodation

Comment: The Parish Council supports this application subject to no objections from residents/neighbours

Cllrs noted concerns with the ERYC Planning Portal specifically that it was not very user friendly / easy to use / information was not always there / access could be restricted depending on Wi-Fi.



Action: Clerk to contact Planning Department to advise above.

277 WOODMANSEY NEIGHBOURHOOD PLAN (verbal update)

Cllr Oliver reported very little happened since last meeting..... as Cllrs were aware the Plan had been out to consultation and the consultant was looking at responses..... for various reasons the process had lost two or three months but it was hoped progress would be made going into the autumn

Cllr Oliver advised that he wished to bring to Cllrs attention that the Steering Group had received an email from a local campaigner expressing disappointment at length of time being taken and a feeling that effective representation was not being made. The Campaigner had also cited issues with Long Lane.

Cllr Oliver continued that a question to the Parish Council was should more resource be placed on the Steering Group to effectively collate and make representation, whilst at same time noting that the Group was not a consultee per-say and therefore had limited power.

Cllrs also questioned the effectiveness of the consultant(s) with some feeling that there was not enough progress on their part.

Cllrs agreed that a final push should be made to progress matters and at the very least the areas in the plan should be identified as this was not clear at this time. Cllrs also noted it would be useful if the campaigner was invited to join the Steering Group and current members should be contacted and asked if they wished to continue to be involved

278 PLAY AREAS

a) Southwood Park Refurbishment Project (verbal update)

Cllr Oliver confirmed the refurbishment was 99% there... recently had bought new equipment including a new picnic table.

b) Southwood Park Land acquisition (verbal update)

Cllr Oliver advised that the land vendor / agent had been in touch, and that Cllr Oliver had responded to his email - email content had been as expected..... they have offered land / and Parish Council to fence this..... Cllr Oliver getting some prices on this.

Cllr Oliver also advised he had recently met with the 'Commuted Funds' Officer at ERYC to discuss funding, who had asked for more detail on purchase – only thing not as expected was land vendor had expected Parish to pay all legal fees - Cllr Oliver confirmed only paying respective Parish fees.

c) Provision of table tennis table at King Street play area

Cllrs agreed to look at this at another time and to monitor what residents wanted



d) King St – report of missing/removed parts of the equipment

Photos of parts missing had been sent to Tracey and Cllr Harold asked Clerk to obtain these and send details to manufacturer asking for them to come out and look at the issue.

Action: Clerk to liaise with Tracey for details of above

Cllrs also noted that residents had complained about bird mess on (horizontal) play equipment – agreed that Clerk should speak to manufacturer and see if they had any ideas about preventing the birds landing, otherwise it would be a case of periodical cleaning up.

Cllrs also discussed if the park could include some adult gym equipment going forward – Sara ? to investigating this.

279 PLAY AREA MAINTENANCE

a) Monthly inspections – Wicksteed (5 August 2019)/Beverley Round Table

b) RoSPA Annual inspection September 2019 – Reports circulated by email

Clerk confirmed he had seen these provided by Tracey and suggested that he identify any risk areas from the report and feedback to Cllrs at next meeting

280 MEETINGS OF OUTSIDE ORGANISATIONS

To advise of forthcoming meetings and receive reports from the Council representatives

a) Hornsea Four stakeholder workshop invite - Tuesday 24 September 2019

Cllrs felt this did not necessarily affect the Parish and as such no Cllrs would be attending

281 HUMBERSIDE POLICE

To acknowledge receipt of latest reports for Beverley Town and Rural for July/August 2019

Meeting introduced to PC Mike Batch, new community beat officer – PC Batch advised that he would be attending as many parish meetings as possible in the future and asked meeting if there was anything immediate causing concern.

Cllrs confirmed that they were receiving updates from Humberside police.

Cllr Harold advised that a number of parks refurbished and unfortunately there had been some vandalism.... PC Batch was asked if he could note this and perhaps if police presence could be increased for a while this would be useful.

282 ERNLLCA CORRESPONDENCE

To acknowledge receipt of circulated ERNLLCA correspondence:

a) ERNLLCA Annual General Meeting 19 September 2019

b) ERNLLCA Annual Conference 15 November 2019

c) NALC Annual Conference 28/29 October 2019



Cllr Harold advised that if any Cllrs wished to attend any of the above to contact the Clerk who would book them on the respective course

d) May 2019 election surveys

Cllr Harold advised that all Cllrs should have received a copy of these..... Cllrs confirmed that was the case

283 ERYC CORRESPONDENCE

To acknowledge receipt of circulated ERYC correspondence

- a) LLPG Street nameplate - new spur road off Figham Roundabout, Woodmansey Eastfield(s) Road**
- b) LLPG Street nameplate – Land East of England Springs, Long Lane named - Fenby Gardens, Woodmansey**
- c) Street Naming and Numbering and LLPG Barratt Homes Development - Land South of Willow Lane Camp Site**

Cllrs raised concerns about the proposed new street names in the above developments due to similarity / conflict with existing road names which would likely cause confusion. Cllrs noted that name banks had recently been updated and a lot of work had been carried out by local schools in providing new names which reflected the views of the local community ie, local family names / names with strong links to the history of the area / names from the war memorial which haven't been used.

Cllrs felt strongly that if there was a name bank then it should be used and local people should be given the choice instead of having names imposed by the developer(s).

Cllr Harold advised that she would go down to the War Memorial and see if there were any names currently not listed in the name bank and send these over to the Clerk..... Cllr Harold asked Cllrs in general to let the Clerk know of any family names associated with the area within the next week.

Meeting noted two names Ransome and Elliot in particular and Cllr Beal also noted that a medal belonging to a WW1 veteran, Mr Everett had recently been found in a local field.

Action: Clerk to write to ERYC as above – emphasis that it should be the local community who name the streets not the developer otherwise what is the point in having a name bank.

- e) Parish Transport Champions Review of Active Member List
- f) Joint Local Access Forum - 11 September 2019
- g) Review of your Community Emergency Plan
- h) East Riding of Yorkshire Council Cabinet Quarterly Newsletter
- i) New Parish Council Representative Sought for the Standards Committee

284 MISCELLANEOUS CORRESPONDENCE

a) Hornsea Four community consultation: 13 August - 23 September 2019

b) Hornsea Four stakeholder workshop invite - Tuesday 24 September 2019

c) HWRA Community Led Housing event 5 October 2019, Parish Rooms, Beverley

Cllr Harold noted the above event on the 5th October at the Minister Parish Room and if any Cllrs wished to attend this.

285 RESIDENTS' COMMUNICATION

a) Woodmansey - dog fouling/litter bin and building mess at Go Local Shop

Cllr Harold noted that the Parish had received a complaint from a resident about dog fouling and general mess around the shop area, but also noted that this had been cleaned up since. Cllrs discussed if the 'no dog fouling' stencil could be used on the pavement around the shop, however it was believed this was broken – Clerk noted that Tracey had advised him that supplies of spray and stencils still had to be ordered however he had a stencil template / paint and would bring to next meeting.

b) Access road to Southwood Park - provision of gate/bollards

Cllr Oliver advised that a resident had complained about general vehicles using the road following the Parish Council opening this up for contractor access to Southwood Park..... he believed the resident was looking for a bollards – tried to get hold of mown grass. Cllr Oliver to look at price for gate

286 SOCIAL MEDIA COMMUNICATION

No information / update on this item

287 PLAXTON BRIDGE POST BOX

Cllr J Los advised that several weeks ago the box was boarded over and no one couldn't use it..... she had subsequently been advised that this was due to ivy growing around it - however no one was prepared to take responsibility for cutting this back..... so local residents have now cleared this up allowing the box to be used again.

Cllrs agreed to send the residents concerned a thank you letter and requested the Clerk to action this.

288 PARISH COUNCIL REPRESENTATIVES ON THE VILLAGE HALL COMMITTEE AND RELATED ISSUES

Cllr Los advised that she had been asked for additional reps on the Village Hall Committee.... The Parish Council are the lease holders and so it would be good to have a couple of Cllrs sitting on the Committee. The Committee met for approximately an hour (depending on issues needed to be discussed) once a month.



Cllr Harold asked Sarah ??? if she could speak to PTA contacts and see if any parents wish to come onto the committee.... Whilst acknowledging these were not Parish Cllrs, parents and children were regular users in some form of the village hall and it would be useful for them to be represented on the Committee..... Sarah was asked if she could speak to the school about raising this in the school newsletter.

Cllr Los continued that would the Parish Council look to take over the grass cutting around the hall – a long standing member of the Committee had been doing this on a voluntarily basis for many years as well as general maintenance, however wouldn't be able to continue into the future.

Action: Clerk to speak to grounds team and ask for a quote cutting of village hall grass.

289 WOODMANSEY SCHOOL

Cllr Harold welcomed Sarah Grainger, Acting Head of School to the meeting and Sarah advised that she had a couple of items which she wished to raise.

Car parking outside school

Sarah advised that since the school had closed the school car park to parents due to safety concerns, parents were now parking near residential areas causing some upset with neighbours of the school. Cllrs discussed various options including long term plan to use land near the memorial site, which Cllr Jolly advised was still in progress..... Cllrs agreed there were no short term solutions and this was a common problem for many schools however Cllrs Beck and Jolly to investigate use of land at back of church..... Cllr Beal to also speak to resident over land near the church..... Cllrs also discussed there was some scope for parking near village hall, but concern was raised about cyclists in the immediate area.

Cllrs also discussed if either police or ERYC Enforcement Officers could occasionally attend the school to speak to parents who were causing issues with parking..... Clerk was asked to speak to ERYC with regard to this matter.

Sarah acknowledged difficulty with situation and that it was a long standing issue but she confirmed she would not be opening the car park again.... Cllrs confirmed support for her / the school's actions and would do what they could in the matter.

Summer break-ins

Sarah advised that unfortunately during the school holiday when the school was having work carried out by contractors, they had suffered two break-ins. She wanted to thank the person who had actually seen one of these and taken the registration number of the burglars' vehicle.



Outdoor playground / New storage

Sarah advised that a lot of work done on improving the playground sat school which included new play equipment.... This really needed somewhere where it could be safely stored.... Cllrs discussed that this would have to be something quite large, half shipping container or similar

Cllrs agreed that Sarah would send possible ideas and indication of costs to the Clerk prior to the next meeting for further discussion.

Sarah thanked Cllrs for their support in all the above matters.

290 30 MPH SPEED LIMIT SIGNS

Cllrs noted this was a deferred item from July which was still unresolved..... Cllrs discussed that in the absence of signs indicating the correct speed, cars were driving through the village at speeds exceeding 30pmh – in particular coming into the village from the roundabout and Minister Way.

Cllr Beal noted that a resident had commented to her that an electronic speed activated sign had been placed in Woodall Way and asked why Woodmansey could not have the same measure..... Cllrs agreed this did work in slowing vehicles down.

Action: Clerk to contact Highways with regard to the above and also point out that the electronic signs are to be found in other areas / what is the criteria for these.

291 WOODMANSEY MEMORIAL PARK

Kerri/Amanda – I have no notes for this item and nothing on the tape!!!

292 LITTER PICKING/LITTER BINS

Meeting noted that Cllr Coe was dealing with this matter, but had emailed Cllr Waddington with his update..... Cllr Coe had commented that at first there was some reluctance on behalf of ERYC to installing the bins, but once it was pointed at that it was a public amenity area, with people carrying out social activities, there was more support for this.

Cllrs discussed need to agree siting of bins with ERYC

Action: Cllr Waddington to forward the update to Clerk for further progress and to provide indication of costs at the October meeting.

293 DEFIBILLATORS

Cllr Hart advised meeting that he carried out a weekly checks on the defibrillators and previously Tracey had advised him when one had been activated..... Cllr Hart continued that he wasn't entirely sure how he would tell if one was activated, however, all were in good working order.

Cllr Harold advised that activation code were issued by the ambulance service for anyone having to use them and there was a linkup with the ambulance en-route to any incident – often the ambulance would arrive before defibrillator was used, however they were still an important part of the first responder service for the community.

Cllr Harold confirmed to Clerk that Parish Council was responsible for the defibrillators in the parish and when activated the Clerk would receive notification of this..... Cllr Harold asked that when this happened if the Clerk could advise her and the machine in question could be checked.

294 ANY OTHER BUSINESS, which in the opinion of the Chair is urgent

Cllr Los advised that ‘Men in Sheds’ would be starting up locally – Cllr Harold replied this was really good for the area and if there was any more information please provide this and the Parish Council would put on the website / notice boards

Cllr Waddington also noted that Cllr Coe had been contacted by a resident with regard to trying to get a (pedestrian) crossing near the co-op on Lincoln Way..... It was understood that there was a speed survey planned for the road to assess the need for this.

Meeting closed: 2105

Date of Next Ordinary Meeting: Monday, 21st October 2019.

Signed as a true record **Date**

Cllr Kerri Harold – Woodmansey Parish Chair