

Summary Notes of January 2024 (Ordinary) Meeting

Date of Meeting Monday, 15th January 2024

Time of Meeting 1900

IN ATTENDANCE:

Parish Cllrs Cllr Kerri Harold (Chair); Cllr Amanda Beal; Cllr Claire Levy; Cllr Phil Bown; Cllr Jon Los;
Cllr Richard Ellerington; Cllr Roy Begg; Cllr Lynne McCormick; Cllr Harry Bulmer.

Parish Clerk Andrew Crabbe.

Prior to the actual Parish Council meeting, Sophie Bartup Community Development Manager from SMILE attended to speak to Cllrs and give her views and recommendations with regard to documentation concerning the Village Hall and the Parish Council. The summary points of the talk with Sophie are below:

- It is advised that the Trust Deed (governing document) is updated and modernised in order to ensure good governance and support decision making in accordance with the Charity Governance Code.
- The Trust is 'Unincorporated': An unincorporated charity is a collection or group of individuals operating under a common name for the benefit of beneficiaries. The collective group of individuals does not have its own legal personality that can accept responsibility and liability for the actions of the charity. Unincorporated associations (and trusts) do not offer 'limited liability' to those managing the organisation in the same way a company or charitable incorporated organisation (CIO) would. It is important the Trustee's understand their shared responsibility, including entering into third party agreements/contracts as individuals.
- It is important as Custodian Trustee's and Lease Holder's for the land that the Parish Council have confidence in the Village Hall Committee and that the Committee is operating according to their governing document and understands their shared responsibility.
- Modernising the Governing Document would also support in the recruitment of future Trustee's in regards to skills, knowledge and experience. There's no legal requirement to define the term of office (the length of time a trustee is in a role for) for trustees, but many charities choose to include a term limit in their governing document. Limiting the term for trustees helps the board remain current and allows skills and knowledge to be reviewed over time. The Charity Governance Code recommends that if a trustee will serve more than a nine-year term this should be subject to rigorous review, and should be explained in the trustees' annual report.
- Smile advised that the current Trust Deed, clause 8, states that Trustee's should not 'receive any remunerations, or to be interested in the supply of work or goods, at the cost of the Foundation'. It is important Trustee's are aware of this, and any conflict of interest is managed appropriately.
- As Custodian Trustees, the Parish Council is the Lease Holder of the Land upon which the village hall is sited. It is recommended that the Parish Council review their level of insurance.
- Accounts for the reporting year 30th September 2021 are available on the Charity Commission, how Smile suggested as Custodian Trustee's, it is fair and reasonable to have access to yearly accounts. (This was something picked up on by ERNLLCA).

Next steps:

It was important to note that SMILE would be looking to support and offer their VCSE Support and Development service to the Management Trustee's. Smile noted that a Trustee had already contacted them about grant funding, and as with any other organisation, they will do their due diligence and invite the Committee to a Charity Chat, and will offer their support.

Part 1 Procedural Matters

1 Present and Apologies (Chair to confirm quorum)

Chair (Cllr Harold) opened the meeting noting apologies from Cllrs Constable, and Coe.

Resolved Chair confirmed the meeting was quorate and welcomed Cllrs.

2 Declarations of Interest – any new or concerning matters on this month’s agenda (Chair)

Resolved Chair noted no declarations relevant to the meeting agenda

3 Approval of the previous months minutes (Chair)

Resolved Chair asked Cllrs if they had read and agreed with the minutes / summary notes for the December meeting and if so, could these be approved as agreed.

Resolved No comments were made by Cllrs and the minutes were duly approved and signed by Cllr Harold.

4 Report from Ward Cllrs

Chair noted Ward Cllr Phil Redshaw at the meeting who advised Cllrs of the following:

4.1 Flooding at Dunswell and issues with Barstom Drain – a large drainage ditch had been dug down Skidby Carr Lane – this had not been authorised and was causing extra pressure on the drain. Finally, there were a number of water surges coming down to the drain which were being investigated.

4.2 There was currently a motion to try and get Ofcom to stop the poles currently being installed by Connexion – Cllr Redshaw advised if anyone wants to know anything about the current situation then please feel free to contact him

5 Any correspondence / opportunity for any members of the public in attendance to speak.

Clerk advised Cllrs of a number of correspondences, as follows

5.1 Fuel Spillage from housing development

Cllrs noted a correspondence concerning a leakage of fuel which had entered the dykes and water systems locally and has now poisoned fish in Beverley Beck. This was serious enough for the Environment Agency to be involved, however, Cllrs agreed that it was disappointing that the Parish Council had not been informed of this event

Resolved Clerk to contact EA and advise of disappointment that as local representatives, the Parish Council were not advised and consulted of this event.

5.2 Encroachment onto pathway leading to Victoria Park

Cllrs noted a correspondence concerning a property adjoining the pathway to Victoria whose owners had built a fence which the correspondent felt had encroached onto the path. Cllrs agreed that this was a problem as it could affect vehicle access to the park.

Ongoing Clerk to approach ERYC Public Right of Way Team and ask them to investigate

5.3 Invitation to join Dogger Bank Community Group

Cllrs noted a correspondence from Dogger Bank South Windfarm to appoint a representative from the Parish Council to the Dogger Bank South Wind Farms (DBS) Local Liaison Committee (DBS LLC), to help shape communication between the DBS project team and local communities as progress the development of the Projects.

Ongoing Chair asked Cllrs to consider if they wished to take up this representative role and advise the Clerk accordingly

5.4 Complaint that the Parish Council is not posting on a specific page and requesting where was this decision minuted.

Cllrs noted an ongoing correspondence relating to why the Parish Council did not post on a specific Facebook Page and asking for a copy of the minutes where this decision had been made. Clerk noted that there were no such minutes, and the Council's social media Policy dictated that as Clerk he had delegated authority with regard to social media and the website. The decision not to post on the specific Facebook page had been advised to Cllrs and the reasons given. Cllrs were asked if they objected to the intention and no objections were received.

Resolved Cllrs expressed concern that the matter was taking too much of the Clerks time and unanimously agreed that a response should be sent advising no further comment would be made.

5.5 Request to have permanent Christmas trees - Facebook post

Cllrs noted a correspondence asking if the Parish Council would consider planting and maintaining two permanent (Christmas) trees as opposed to the temporary ones currently used.

Resolved Clerk to look into planting permanent trees and report back to Cllrs o progress on ongoing basis

5.6 State of roundabout at Morrisons – Facebook post

Cllrs noted a correspondence concern the roundabout at Morrisons and how this was overgrown causing difficulties in seeing oncoming traffic

Resolved Clerk to contact Highways to ask them to investigate

5.7 Woodmansey Village Hall – Wi-Fi.

Cllrs noted a correspondence from the Village Hall Committee which outlined why it was felt appropriate that charges were applied for using the wifi at the village hall. Cllrs were reminded that six months ago the Parish Council had argued that the allotment tenants should be allowed to have free wifi access as the Council paid the monthly bills. Individuals on the Hall Committee had strongly contested this and a compromise was reached that the matter would be reviewed in six months.

Resolved Chair tabled that the Parish Council should step back now and if the tenants or any other users of the Hall wanted to use wifi, then they should approach the Village Hall Committee. Cllrs unanimously agreed to this.

6 Financial Report and Accounts (Clerk)

Clerk referred Cllrs to the monthly Accounts Report and the Financial Officer report (reporting on transactions in December and listing cheques to be approved at the January meeting – it was noted that these also included cheques from December which at the time could not be signed due to the lack of authorised signatories) and which had been previously sent to them - Cllrs were asked if there were any questions – none were tabled.

Resolved The Financial Report / Accounts can be found as **Appendix 1 and 1a**

7 Planning applications (All)

Resolved The planning application report and Cllr observations can be found as **Appendix 2.**

8 Police Matters – opportunity for Cllrs to discuss latest crime statistics (All)

Resolved Chair noted the Parish Council had received the reports for December covering Beverley Town and Beverley Rural. No comments were raised by Cllrs on the report and other issues relating to police matters was raised.

Part 2 Matters arising – to consider on-going and new issues and decide further action if necessary:

Ongoing Issues

9.1 Issues around access at the junction with Long Lane and Woodmansey Mile – *Cllrs to discuss any updates following advice from Bellway that the requested footpath was now being looked at. Also, if the outcome of the safety audit was available*

Cllrs heard that the Safety Audit had been completed and was currently with ERYC Officers. With regard to the requested path from the new housing development, Cllrs noted that Bellway were dealing with this, however despite a request for an update, nothing had been received in time for the January meeting.

Cllrs noted that the local MP Graham Stuart had been written to and asked to support the Parish Council and residents in the matter, however as of the January meeting, there had been no response.

Ongoing To be kept on agenda / deferred to the next meeting for any updates

9.2 Cllrs to discuss flooding on allotments and also a review of the current tenancy agreement – *following the Parish Meeting in December, Cllrs to discuss requested surveys from Landplan and Drainage Board (if received in time for the meeting) and also following feedback from other Parish Councils with allotment responsibilities, the Parish Council will review the current tenancy agreement*

Clerk advised that he had received a response from the Drainage Board that they did not offer recommendations on contractors or provide advice on drainage – however they did note that if the Parish Council was to look at anti flooding measures at the allotment site, then the Drainage Board had to be consulted, especially if any work involved drainage into the current dyke system. This process would take many months to complete.

Clerk confirmed that he had also contacted Landplan who had advised they would provide a report and costings, but these had not been received at the time of the meeting. It was noted that the Company had experience of drainage systems at other allotment sites, but there was no guarantee of success and sites continued to flood albeit to a less extent than before the drainage measures were put in place. Clerk advised that he had inspected the allotment site the week prior to the meeting and the ground was sodden in places, however it had to be noted that the surrounding fields were in a far worse state with large pools of water still evident. Surrounding dykes seemed to be full.

Cllrs discussed concerns with how the dykes were being managed along Long Lane and it was agreed that the Clerk should approach the drainage board and request information on how the dykes were managed, what was the policy with the new housing developments being allowed to pump into the dykes, how does the system of pumping work and when these are used.

It was noted that historically a member of the Parish Council sat on the drainage board and Cllrs agreed that this should be the case now – it is duly noted that Cllr Bown advised he would be willing to perform this role.

Ongoing Cllrs agreed that the Clerk should contact the Drainage Board and ask for someone to attend the February meeting and discuss the concerns outlined above.

Cllrs moved onto the issue of reviewing the current Allotment Tenancy Agreement – it was noted that the current version had been sent to Cllrs following their request to review the Agreement. Clerk advised that the next year would be from August 2024 and if Cllrs wanted to make changes it was recommended that these should be carried out at this point. Clerk recommended that Cllrs consider an annual tenancy which was renewed each year – it was noted a number of Parish Councils operated their allotments in this way.

Ongoing Cllrs to review the tenancy agreement over the next few months with a view to any agreed changes being actioned by the new allotment year (August)

9.3 Cllrs to discuss Community Grant Application from Woodmansey Village Hall Committee – following concerns raised by Cllrs, with regard to use of the Parish Council logo and also the application was appropriate in light of the high funds held by the Village Hall Committee, Cllrs to consider any update from Parish Council representatives on the Committee.

Cllrs discussed the application from the Village Hall Committee in light of the criteria of the scheme
1) was there a financial need from the body applying for the grant and 2) the grant be of benefit to the community. With regard to the first criteria, Cllrs had previously questioned why the application was needed as the Committee's finances were considerable – Cllr McCormick advised that although this was the case the funds were designated for future improvements to the hall and particularly disabled access.

Resolved In light of the above new information and in the understanding that the grant was to pay for signage for the village hall costing £500, Cllrs voted on a tabled proposal to match fund the cost of the signage and by majority vote agreed to the proposal. Clerk to advise the Committee of an agreed grant of £250

Cllrs also discussed the question of the ownership and use of the logo on any signs

Resolved Cllrs agreed unanimously that the Clerk should request the Parish Council as lease holders and Custodian Trustees was involved in considerations of number of signs and their location and also the final sign off of any design

New Issues

9.4 Cllrs to consider and agree the precept for the new financial year of 2024-25

Resolved After due discussion it was agreed by majority vote to retain the current precept demand acknowledging the current financial position of the Parish Council and the ongoing financial hardship many families are suffering. It is noted this decision was by majority vote with two Cllrs absent and one Cllr voting to decrease the precept.

9.5 Cllrs to formally sign off the meetings calendar for 2024 – Cllrs to agree dates for all meetings in 2024

Resolved Cllrs agreed to the dates detailed on the Meeting Calendar sent to them by the Clerk, which would now be posted for the public and placed on the website. Cllrs were also asked to review the following policies in time for the Annual General Meeting:

- Standing Orders
- Code of Conduct
- Financial Regs

Along with any other policies they felt should be reviewed.

9.6 Cllrs to discuss a Parish Council litter-pick and also anti-litter competition for schools – following a suggestion by Cllr Begg, Cllrs to agree dates and format of Parish Council litter-pick and details of anti-littering school competition

Cllrs discussed and agreed that a litter pick would be provisionally listed for some time in the Easter Holidays using the Keep Britain Tidy #LitterHeroes, log your litter picks scheme.

Cllr Begg suggested that the school competition should take place after the litter pick / Easter holiday and be preceded by a visit to the schools to talk about the importance of - it was agreed that the Parish Council should approach Beverley Wombles to see if they wished to do the talk. Clerk advised initial details of the competition had already been sent to Cllrs and then to the schools and needed finalising over the next few weeks / months. A local business had been contacted with regard to notices featuring some of the children's drawing across the parish as part of broader anti-litter campaign.

Ongoing Clerk to action as above.

9.7 Cllrs to discuss budget for 2024-25 Cllrs to commence discussions on the budget to be agreed by the April meeting

Cllrs were asked to review the draft budget for the new financial year – this was based on a recommended inflationary increase of 7%. Cllrs should review the different budget areas and decide if new areas should be considered.

Ongoing To be raised at the February meeting to discuss any tabled amendments by Cllrs.

9.8 Cllrs to discuss gifting of land at Victoria Park – following on from information received, Cllrs to discuss and consider the cost implications of the gifting of land. New Cllrs to also be given the opportunity to be briefed on the issue.

After due discussion, and following an understanding that the current owner of the land would be handing over the land in good condition, Cllrs agreed to proceed with the project and accepting the gifting of the land. It was agreed that a budget should be created for this in the event of small-scale improvements.

Ongoing Clerk was instructed to proceed with communications with the current owner of the land

Cllrs also noted that a similar project of adopting woodland from Risby Homes had now reached the point where decisions had to be made. Originally the proposal had been to create woodland corridors across the parish but these plans had to be modified in light of the boundary changes. Cllrs agreed that as a number of them had not been involved in the original discussions with Risby Homes, the Parish Council should invite them in for an update and proposals for the way forward

Ongoing As above

10. AOB / matters raised by Cllrs (not to be voted on).

Cllrs discussed initial plans for celebrating Easter involving the schools and the Clerk was asked to make some queries and costings regards this with a view to discussion at February.

Date of Next Meeting – Monday, 19th February 2024

Signed as a true record

Kerri Harold

Date

February 2024

Kerri Harold – Chair

Summary Notes of February 2024 (Ordinary) Meeting

Date of Meeting Monday, 19th February 2024

Time of Meeting 1900

IN ATTENDANCE:

Parish Cllrs Cllr Amanda Beal (Chair); Cllr Emma Constable; Cllr Claire Levy; Cllr Phil Bown; Cllr Jon Los; Cllr Richard Ellerington; Cllr Roy Begg; Cllr Lynn McCormick; Cllr Harry Bulmer.

Parish Clerk Andrew Crabbe.

Part 1 Procedural Matters

1 Present and Apologies (Chair to confirm quorum)

Chair (Cllr Beal) opened the meeting noting apologies from Cllrs Harold and Coe.

Resolved Chair confirmed the meeting was quorate and welcomed Cllrs.

2 Declarations of Interest – any new or concerning matters on this month's agenda (Chair)

Resolved Chair noted no declarations relevant to the meeting agenda

3 Approval of the previous months minutes (Chair)

Chair asked Cllrs if they had read and agreed with the minutes / summary notes for the January meeting and if so, could these be approved as agreed.

Resolved No comments were made by Cllrs and the minutes were duly approved and signed by Cllr Beal and would now be published in the public domain.

4 Report from Ward Cllrs

Chair noted Ward Cllr Phil Redshaw at the meeting who advised Cllrs of the following:

4.1 ERYC were in the process of sending guidance to Town and Parish Councils on disabled access to playgrounds in East Yorkshire

4.2 The issue with Connexion installing poles where there were already K.com poles continued with concerns for poles with potentially corrosive coatings being sited near schools. Cllr Redshaw was asked what the distance should be between kerb and pole (to allow pushchairs and wheelchairs and if this was being observed. Cllr Redshaw advised 1.4m and this was generally observed.

4.3 Noting the earlier discussions on flooding, ERYC were instigating a Section 19 investigation over the next 12-18 months due to the concerns of the extent of flooding in the East Riding – one area of focus was Dunswell and the underpass which had particularly suffered in recent flooding.

4.4 ERYC had agreed an increase in Council Tax of 4.99% amid concerns for depleting reserves – Cllr Redshaw advised that current finances were not even able stand still in areas such as pot hole repair, and there was a view many District Councils would become bankrupt within two years.

5 Any correspondence / opportunity for any members of the public in attendance to speak.

Clerk advised Cllrs of a number of correspondences, as follows:

5.1 Cllrs noted recent correspondence from ERNLLCA offering Playground Inspection training and qualification and unanimously agreed that the Clerk should undertake this qualification and bring playground inspection in house, which would save the Parish Council money within one year of the training. Cllrs also agreed the draft Training Policy with a clawback clause which meant if Officers or Cllrs left the Parish Council within defined periods following training, they would reimburse specific percentages of the cost of the course

5.1 Cllrs noted that a resident had contacted the Parish Council re: concerns for possible felling of protected trees in the Parklands area.

Resolved following contact with Risby Homes it was confirmed the felling was of dangerous trees and a replacement tree scheme would be put in place.

5.3 Grass Cutting Contract for the Parish - Cllrs were referred to correspondence from ERYC with regard to if the Parish Council wished to renew the annual SLA for grass cutting. Although there was no apparent increase in costs, Clerk recommended that the Parish Council seek tenders to ensure the Parish Council was obtaining the best value noting the Council was dealing with public money.

Resolved Cllrs unanimously agreed that the Parish Council should request alternative quotes and the Clerk should proceed with a view to Cllrs deciding at the March meeting

5.4 **Public Speaking Session** – noting a number of members of the public in attendance who asked to speak with regard to a planning application for the Old St Faith Church for an advertising totem pole – the applicant of the application spoke to advise Cllrs he had made a number of changes including reducing the size and location of the pole in response to the points raised in the earlier application which was refused. The applicant also advised that the pole was a ‘way-finder’ for the car park, and was not advertising the Company. Resident(s) spoke with regard to the application and advised Cllrs that the totem pole was still very unsightly in a residential area and disputed the changes advised by the applicant.

6 Financial Report and Accounts (Clerk)

Clerk referred Cllrs to the monthly Accounts Report and the Financial Officer report (reporting on transactions in January and listing cheques to be approved at the February meeting - Cllrs were asked if there were any questions – none were tabled.

Resolved The Financial Report / Accounts can be found as ***Appendix 1 and 1a***

7 Planning applications (All)

Ongoing The Planning Application Report for the February Meeting can be found as ***Appendix 2***. Noting the comments made during the public session concerning the application for St Faiths Church, Cllrs agreed that they would defer decision on the application until they had attended the site to look directly at the issue – this was especially in light of the understanding that the applicant had made several changes to the application – the location of the pole would be moved further back, was smaller and was not illuminated.

Cllrs also agreed that going forward the Parish Council would post planning applications as they were advised to the Council. This acknowledged that some residents were advising the notification period from ERYC on applications was very short and often did not give them much time to submit comments. It was confirmed that the post would also have a direct link to the ERYC Planning portal.

9 Police Matters – opportunity for Cllrs to discuss latest crime statistics (All)

Resolved The monthly police report was noted and no questions were raised by Cllrs however it was agreed that the Clerk should ask a police officer to attend the March meeting in light of recent burglaries.

Part 2 Matters arising – to consider on-going and new issues and decide further action if necessary:

Ongoing Issues

9.1 Issues around access at the junction with Long Lane and Woodmansey Mile – ***Cllrs to discuss any updates following advice from ERYC the safety report would be discussed with Bellway on 21st February. Cllrs to also decide who will attend the meeting with Graham Stuart MP on 1st March***

Cllrs were reminded that Bellway will meet with ERYC Engineers on 21st Feb.24 to discuss the outcome of the Safety Audit Report and immediately after this the Clerk would be requesting details.

Post Meeting Note: Although it was noted at the time of the meeting there continued to be no response from Bellway re: the requested path, they did contact the Parish Council post meeting asking for details of the requested path – although these had already been provided, the details and photos were sent

Ongoing item to be left on the agenda in March

Cllrs also discussed the planned ‘on-site’ meeting with MP Graham Stuart in March to discuss the concerns over the junction and it was agreed that Cllrs should submit expectation / questions / concerns they wish to be put to Mr Stuart at the meeting to the Clerk no later than Monday, 26 Feb.

Resolved Cllrs unanimously agreed that Cllrs Beal, Bown should attend the meeting with Graham Stuart and that Cllr Harold should also be asked if she could attend as Chair.

9.2 Cllrs to discuss flooding on allotments and also a review of the current tenancy agreement – ***following receipt of quote for anti-flooding measures, Cllrs to consider next steps***

Cllrs were referred to the quote received by Landplan – noting the high cost of this the Clerk advised as Financial Officer that such costs would have a definite impact on other projects and spending in the parish, also, there is no guarantee of success, as shown in other Parish Councils where anti flooding measures have reduced flooding but not eliminated it, such costs are not justified in the context of the benefit to the community in so far as it involves such a small number of people and finally the Parish Council does not own the land and there is no guarantee ERYC will continue to lease the land in the future.

Cllrs discussed various points including if ERYC were likely to renew the lease which was due in two years’ time and if the Parish Council should continue with the allotment project noting the extent of the flooding issues across Long Lane and the likely continued high costs which were now evident. Cllrs agreed that an alternative quote should be obtained however this would be engineering based to identify if any anti flooding measures would be viable

9.3 Cllrs to discuss budget for 2024-25 Cllrs to continue discussions on the budget to be agreed by the April meeting

Cllr Bown advised that he believed a budget needed to be introduced for dyke management / clearance and for flooding on the allotments.

Clerk advised that he was concerned if proposals were tabled which involved capital spending – this should have been submitted between September to January and considered in light of the precept. The budget was essentially for operational / cost of living statutory responsibilities.

Cllr Levy advised that she recommended an amount was included for defib consumables noting the point that although there was a budget unit for this, there was no money in the budget at this time and that the defibs in the parish appeared to be used a lot recently. Clerk advised that the consumables had a life span of two years and Cllr McCormick as Guardian for the defibs advised that it was often the case the units were not used when opened, but that it would be a good idea to allocate an amount.

Ongoing Cllrs agreed that any proposals should be formally submitted to the Parish Council via the Clerk and discussed at the subsequent meeting in time for April

Clerk advised that another Parish Council he clerked for had successfully applied for a Lottery Fund Grant of £20,000 for playground equipment and asked Cllrs if they felt a similar application from Woodmansey PC would be of interest. Cllrs agreed unanimously that further discussion should take place at the March Meeting with ideas for improvements in playground equipment.

Resolved Clerk to include on agenda for March.

New Issues

9.4 Plans for Easter celebrations – Cllrs to hear update from Clerk on plans for a visit to local schools

Cllrs continued to discuss details of a visit to the three local schools for Easter. Clerk advised he was waiting for one school to return information but was provisionally looking at Friday 22nd March, which was the last date before the Easter holidays. It was agreed that the visits should follow the same pattern as Christmas and Cllrs Bown and Bulmer agreed to deliver the gifts to the schools and Cllrs were invited to help on the day

Ongoing Clerk to continue to arrange with the schools and keep Cllrs up to date.

9.5 Celebrations for commemoration of D Day – Cllrs to consider if the Parish Council will take part in national celebrations for the anniversary of D-Day Landings in June.

Clerk advised he was still waiting to hear back from a member of the Dunswell Institute with regard to the Parish Council purchasing a beacon which would be the focal point of the celebrations. Cllrs discussed various possible locations including the Village Hall, War Memorial site and opposite to Warton Arms.

Ongoing Clerk to urgently chase information on a beacon and also advice from ERYC on if planning approval was needed for this to be installed in a public place.

9.6 Update on the Neighbourhood plan – Cllrs to consider next steps in the Neighbourhood Plan project

Ongoing In light of the Chair not attending, this item is deferred to the March meeting

9.7 New Defibrillators for the Parish - Cllrs to consider proposal by Cllr Levy for a new defib as part of the programme to roll out more units across the Parish – Cllrs to consider appropriate location

Cllr Levy advised Cllrs she felt it was appropriate to look at introducing a new defib in the Parish in an area not currently covered by an existing unit. It was noted there was a budget for this spend.

Resolved Cllrs unanimously agreed to a new defibrillator in the Parish – Clerk to progress and location to be determined at a future meeting.

9.8 Community Grant Applications - Cllrs to consider applications from Men in Sheds, Dunswell and Keldmarsh schools - as this item may contain confidential information, this item is closed to the public

After due discussion Cllrs unanimously agreed that all three applications met the criteria for the scheme - 1) was there a financial need from the body applying for the grant and 2) was the grant of benefit to the Parish community - and the requested amounts were agreed. It is duly noted that one application exceeded the amount allowed under the scheme, however Cllrs unanimously agreed to allow this as the spend was still within budget.

Resolved Clerk to contact the schools and Men in Sheds and confirm the decision of Cllrs and arrange for a cheque presentation

10. AOB / matters raised by Cllrs (not to be voted on).

10.1 Cllr Bown advised that he had been approached by a number of people living on the new housing developments located off the Minster bypass (Strata Homes Linden Homes, Bovis Homes) asking if the Council could look into how Royal Mail post boxes and bus routes could be introduced for the new housing – to be placed on a future agenda.

10.2 Cllr Beal advised Cllrs that Savannah Beal would like to attend the March meeting to talk to them regards the dangers of horse -riding on Long Lane at the moment and if the Parish Council could look at ways to improve this

Date of Next Meeting – Monday, 18th March 2024

Signed as a true record *Amanda Beal*

Date *March 2024*

Amanda Beal – Chair

Woodmansey Parish Council

Financial Report for the February 2024 Parish Council Meeting

Headlines

At the end of December.23 our bank balance was £21,101 and at the end of January .24 the balance (after all banked transactions), stood at £17,517.

Considering all liabilities, (cheques to be approved at the Feb.24 meeting - both new and outstanding from Jan.24 and uncashed cheques) our forecast balance for the end of January is £13,905, and with only March left in the financial year, and no further obvious high spending, our financial position remains excellent. The spending for Easter is budgeted at £1000, but if necessary, we can transfer this from the reserve.

The reserve account is showing at £38,477.

Cheques to be approved at the January 2024 Meeting

There are only 3 cheques for approval in Feb.24 including the payment for tree cutting in King Street Park which should have been submitted in November. Two cheques are withdrawn due to the lack of a cheque book and will be moved to the March meeting.

In concluding, there are no threats or risks to the Parish Council and our finances are solvent and stable and we remain in an excellent financial position.

Cllrs will recall our variable forecast for the end of the year was £10k.... we are likely to exceed this. We are currently preparing for the Annual Return / External Audit and in March Cllrs will be able to see how our spend over the last year has compared with the agreed budget. This should allow us to effectively manage the budget in time for April.

Woodmansey Parish Council									
Accounts for the month(s) of Jan-24									
Cheques to be approved for the month of Feb-24									
From:	Parish Clerk								
To:	Parish Councillors								
Box 1				Box 2					
Community Account (325) Balance as of end of last reporting period (Dec.23) = £21,101.17				Outstanding Cheques (Cheques issued at previous meetings but not cashed at time of current Bank Statement)					
Bank Transactions in January.24				ERYC - Grass cutting for three areas - see attached invoices for breakdown(
Debits				Uncashed cheques as of latest Meeting £2,035.18					
Date Cashed	Cheque No.	Payee & Reason	Amount						
03-Jan	453	Landplan Invoice 13561 - Removal of Japanese Knotweed on allotment 28/10/2023	£60.00						
17-Jan	461	Wrapping Paper for selection boxes purchased from Lidi on 22 Nov.23 - reimburse A Cr	£7.92						
17-Jan	462	Wrapping Paper for selection boxes purchased from B&M on 11 Dec.23 reimburse A Cr	£12.00						
17-Jan	463	Tinsel and Baubles for Tree - purchased from Woodmansey Garden Centre reimburse A	£53.75						
17-Jan	464	Cable ties for securing tinsel and baubles to trees - Halfords reimburse A Crabbe	£5.96						
17-Jan	465	Tinsel and Baubles for Tree - purchased from B&M reimburse A Crabbe	£45.00						
17-Jan	468	Andrew Crabbe, Salary for Nov. 2023	£987.57						
17-Jan	469	Inglis Electrical - installation of defib at Woodmansey village hall - reimburse A Crabbe	£332.40						
17-Jan	470	Andrew Crabbe, Salary for Dec. 2023	£987.57						
17-Jan	475	Inglis Electrical - Repair of defib at Ministergate - reimburse A Crabbe	£90.00						
17-Jan	477	Andrew Crabbe - travel Expenses	£75.60						
29-Jan	474	ERYC - SLA for street lighting for the year of 2023	£684.49						
29-Jan	466	Woodmansey Village Hall Committee - WIFI rental for Oct.23	£59.98						
29-Jan	467	Woodmansey Village Hall Committee - WIFI rental for Nov.23	£59.98						
29-Jan	471	Autela Payroll - Payroll Services for Q3 (October - December 2023)	£61.40						
31-Jan	472	Woodmansey Village Hall Committee - WIFI rental for Dec.23	£59.98						
Credits									
Date of	Ref No	Reason	Amount						
			Balance as of end of previous month (Dec.23) =	£21,101.17					
			Total spend in January.24 (presented) =	£3,583.60					
			Total Receipts in January.24	£0.00					
			Total balance in bank as of end of Jan.24 (reconciles with attached Bank Statements) =	£17,517.57					
Cheques to be issued at the Feb.24 Meeting									
Richard Ellertington - tree cutting in King Street Park - Reimbursement to A Crabbe			£528.00						
Andrew Crabbe, Salary for January 2024			£988.44						
Woodmansey Village Hall Committee - WIFI rental for Jan.23			£59.98						
			Cheques to be issued and approved by Cllrs at the Feb.24 Meeting =	£1,576.42					
To be moved to the March meeting due to the being no new cheque book received in time for the meeting									
Stamps - total cost = £48 (3 Books of 1st Class & 3 books of 2nd Class) split with Camblesforth PC			£24.00						
Domain Renewal - woodmansey-pc.org.uk - 1 Year/s (24/02/2024 - 23/02/2025)			£24.00						
				Box 4					
				Summary of PC Accounts until end of February 2024 (Actuals & Forecasts)					
				No.1 Account: Current Account (923)					
				a (Actual) Bank Balance at end of Dec.23 (verified by Statement) =					
				b (Actual) Total Spend in January.24.cashed =					
				c (Actual) Uncashed Cheques					
				d (Actual) New Cheques issued at February24 meeting					
				e Forecast Spending for end of Feb.24 (which is box b, c and d added) =					
				f (Actual) Credit Payments made in Feb.24					
				g Forecast of Balance for end Feb.24 (which is box e deducted from box a, added to box f) =					
				Box 5					
				No.2 Account: High Interest Account (107)					
				Details of Transactions					
				Balance					
				Balance as of 30th November 2022 =					
				Interest =					
				Balance as of 30th December 2022 =					
				Balance as of 31st January 2023 =					
				Balance as of 28th February 2023 =					
				Interest =					
				Balance as of 31st March 203 =					
				Balance as of 28th April 2023 =					
				Balance as of 31st May 2023 =					
				Interest =					
				Balance as of 30th June 2023 =					
				Balance as of 31st July 2023 =					
				Balance as of 31st August 2023 =					
				Balance as of 29th September 2023 =					
				Balance as of 31st October 2023 =					
				Balance as of 30th November 2023 =					
				Balance as of 29th December 2023 =					
				Balance as of 31st January 2024					

