

## Summary Notes of January 2024 (Ordinary) Meeting

**Date of Meeting** Monday, 15<sup>th</sup> 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.

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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.

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## **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 on 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.

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## 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, 19<sup>th</sup> 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, 19<sup>th</sup> 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.

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### 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.

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### 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 21<sup>st</sup> 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 21<sup>st</sup> 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 22<sup>nd</sup> 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, 18<sup>th</sup> 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 <b>Jan-24</b>									
Cheques to be approved for the month of <b>Feb-24</b>									
From:	Parish Clerk								
To:	Parish Councillors								
<b>Box 1</b>				<b>Box 2</b>					
Community Account (325) Balance as of end of last reporting period (Dec.23) = <b>£21,101.17</b>				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 <b>£2,035.18</b>					
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					
			<b>Total balance in bank as of end of Jan.24 (reconciles with attached Bank Statements) =</b>	<b>£17,517.57</b>					
<b>Cheques to be issued at the Feb.24 Meeting</b>									
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						
			<b>Cheques to be issued and approved by Cllrs at the Feb.24 Meeting =</b>	<b>£1,576.42</b>					
<b>To be moved to the March meeting due to the being no new cheque book received in time for the meeting</b>									
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						
<b>Box 4</b>									
<b>Summary of PC Accounts until end of February 2024 (Actuals &amp; Forecasts)</b>									
<b>No.1 Account: Current Account (923)</b>									
<b>a (Actual) Bank Balance at end of Dec.23 (verified by Statement) =</b>				<b>£21,101.17</b>					
<b>b (Actual) Total Spend in January.24.cashed =</b>				<b>£3,583.60</b>					
<b>c (Actual) Uncashed Cheques</b>				<b>£2,035.18</b>					
<b>d (Actual) New Cheques issued at February24 meeting</b>				<b>£1,576.42</b>					
<b>e Forecast Spending for end of Feb.24 (which is box b, c and d added) =</b>				<b>£7,195.20</b>					
<b>f (Actual) Credit Payments made in Feb.24</b>				<b>£0.00</b>					
<b>g Forecast of Balance for end Feb.24 (which is box e deducted from box a, added to box f) =</b>				<b>£13,905.97</b>					
<b>Box 5</b>									
<b>No.2 Account: High Interest Account (107)</b>									
<b>Details of Transactions</b>				<b>Balance</b>					
			Balance as of 30th November 2022 =	£38,093.72					
			Interest =	£21.24					
			Balance as of 30th December 2022 =	£38,114.96					
			Balance as of 31st January 2023 =	£38,114.96					
			Balance as of 28th February 2023 =	£38,114.96					
			Interest =	£47.32					
			Balance as of 31st March 203 =	£38,162.28					
			Balance as of 28th April 2023 =	£38,162.26					
			Balance as of 31st May 2023 =	£38,162.26					
			Interest =	£79.57					
			Balance as of 30th June 2023 =	£38,241.83					
			Balance as of 31st July 2023 =	£38,241.83					
			Balance as of 31st August 2023 =	£38,241.83					
			Balance as of 29th September 2023 =	£38,344.83					
			Balance as of 31st October 2023 =	£38,344.83					
			Balance as of 30th November 2023 =	£38,344.30					
			Balance as of 29th December 2023 =	£38,477.82					
			<b>Balance as of 31st January 2024</b>	<b>£38,477.82</b>					

## Summary Notes of March 2024 (Ordinary) Meeting

**Date of Meeting** Monday, 18<sup>th</sup> March 2024

**Time of Meeting** 1900

**IN ATTENDANCE:**

**Parish Cllrs** Cllr Kerri Harold (Chair): Cllr Amanda Beal: Cllr Dave Shores: Cllr Phil Bown: Cllr Jon Los: Cllr Richard Ellerington: Cllr Roy Begg: Cllr Harry Bulmer.

**Parish Clerk** Andrew Crabbe.

Prior to the meeting the following visits took place

**1 Risby Homes to speak to Cllrs about the adoption of woods on Parklands.**

After due discussion and in summary Cllrs agreed that this matter should be referred to the Smile for the creation of a Trust Body to manage and develop the woodland for the community. Parish Council involvement would cease however it may be appropriate that any future trust body has Parish Council representation

**2 6.30pm - Ms Savannah Beal to talk to Cllrs re: equestrian danger on our rural roads**

Ms Beal spoke to Cllrs with regard to ongoing risks to horse riders caused by speeding vehicles on Long Lane – the volumes of cars had increased considerably since the new housing developments and attitudes towards horse riders had definitely worsened. Cllrs agreed that Highways should be approached and asked to attend the next meeting in order to discuss concerns that Long Lane was being undermined and losing its status as a designated ‘quiet road’

**3 6.45pm – Jeremy Elvins from Imerys**

Mr Elvins spoke to Cllrs with regard to a parcel of land in Victoria Park adjacent to the quarry which Imreys were looking at gifting to the Parish Council as the owners of Victoria Park. After due discussion and noting that there would be no cost to the Parish Council including legal fees Cllrs unanimously agreed to proceed and thanked Imerys on behalf of the community for this gesture.

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### Part 1 Procedural Matters

**1 Present and Apologies (Chair to confirm quorum)**

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

**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 February 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 Chair 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 Pot holes – programme of resurfacing ongoing

4.2 Flooding – ERYC was involved in discussions with central Government with regard to funds for flood alleviation – the original criteria stipulated 50 houses had to be affected by flooding however Government were ‘changing the goalposts’

4.3 The situation with connexion installing telegraph poles was ongoing, but a small victory had been achieved with the halting of creosol on posts

Cllrs noted that Cllr Redshaw was the only Ward Cllr to attend the Parish Meetings and expressed disappointment at this in light of some of the issues facing the area at the moment. Clerk was instructed to write to ERYC Member Support to raise this concern.

## **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 a correspondence from the Lord-Lieutenant of East Yorkshire who was advising that an official framed portrait of His Majesty, the King was available free of charge to town and parish councils.

**Resolved** Clerk to apply for a portrait and offer to Village Hall Committee for the Village Hall

5.2 Cllrs noted a social media post from a resident requesting warning signs for hedgehog crossing on Woodmansey Mile in Beverley.

**Resolved** Cllrs felt the intention was commendable, however bearing in mind the speed limit on Woodmansey Mile was 50mph that any such signs would be ineffective

5.3 Cllrs noted a correspondence sent to Cllr Bown from a resident on Victoria Road whose house faced onto the A164 Jocks Lodge / road upgrade and who was suffering noise and disruption due to the ongoing work including trees being cut down at midnight. The resident was looking for help / guidance around measures to shield Victoria Road from the work including possible hedges & planting on a small traffic island in front of his house.

**Resolved** Clerk to contact ERYC Highways / Planning and raise the resident concerns with them and try and request some mitigating measures.

5.4 **Public Speaking Session** – noting a member of public in attendance, Chair asked if she wished to raise anything – person advised she was there to listen to the allotment item.

## **6 Financial Report and Accounts (Clerk)**

Clerk referred Cllrs to the monthly Accounts Report and the Financial Officer report which can be found as **Appendix 1 and 1a**

Clerk also referred Cllrs to earlier emails advising that Barclays Bank had not sent a new cheque book and therefore the Parish Council was unable to meet its financial commitments. As this was the third time this had happened, he was recommending that the Parish Council change banks. Chair advised that the Parish Council had experienced problems with Barclays for a number of years.

**Resolved** Cllrs accepted the recommendations of the Clerk and he was approved to proceed to move to another bank – Cllr Levy had recommended NatWest as a bank she had experience of through her charity work.

## **7 Planning applications (All)**

**Resolved** No planning applications were received in time for the meeting

## **10 Police Matters – opportunity for Cllrs to discuss latest crime statistics (All)**

**Resolved** No police report received for the March meeting

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## **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 meeting with Stuart Graham MP and receipt of the safety report from Bellway***

Cllrs Harold, Beal and Bown reported back from the recent visit with Graham Stewart MP to the junction which they advised was very constructive allowing Mr Stewart to see the problem for himself actually witnessing a number of cars at the time ignoring the signage and turning into Long Lane.

Referring to the Safety Report, Cllr Bown advised that he felt this was “very poor” and had missed the opportunity to make a number of immediate small changes which would make a difference.

Clerk advised he had not had any feedback from Mr Stewart's office at this time with regard to any further steps and was not sure the press release had taken place yet. Clerk continued that he had spoken to Bellway and they had advised a number of recommendations had been sent to ErYC as a result of the report.

Cllrs also noted that it appeared satnav was still directing drivers down Long Lane and recalled that this had been raised in 2023 and Mr Stewart's office advised at the time they had written to the satnav companies to address this. Clerk advised he would retrieve the emails and revisit this.

Cllr Beal noted that she was aware that the police were now taking an interest in this matter and understood would be attending the junction to enforce the road conditions.

**Ongoing** Cllrs agreed that the Clerk should contact Mr Stewart's office and advise of the Parish Council's disappointment with the report and request for his support in establishing some firm outcomes with regard to improvement changes to the junction to prevent the turning onto Long Lane.

#### **9.2 Flooding on allotments and a review of the current tenancy agreement – *Cllrs to discuss any update on obtaining a quote from a drainage engineer on feasibility of anti-flooding measures***

Following on from the last meeting at which Cllrs agreed to request an assessment from flood engineers on the feasibility of flood defences, Clerk confirmed he had written to three local flood engineering businesses but only received one response – this had been emailed to Cllrs who noted that any report would be charged at £250 per hour and estimated 5 -6 hours were needed. The engineer had also advised

“there has been a surge in localised flooding over the past few months in East Riding and the surrounding area, therefore further investigations and potential solutions may be extensive and may even not result in a solution due to wider issues”.

Cllrs discussed at length and the summary points are below

- Cllr Shores advised he did not support this as he felt that even if the report identified anti flood measures were feasible, then the cost would be considerable
- Cllr Bown advised that he felt having an independent assessment would show to the tenants the Parish Council were taking the matter seriously
- Clerk advised as Finance Officer his recommendation remained that costs of anti-flooding measures was likely to be considerable, (reflected in the quote already received) with no guarantee of success (noting the comments of the engineer) and he felt any such expenditure was not justified. However, if Cllrs agreed to the assessment, then the recommendation was that this came out of the current allotment budget.
- Cllrs asked the Clerk to clarify exactly what the assessment would involve.
- Cllr Los advised that he had received topographical reports as part of the development in the adjacent field to the allotment site and these may have relevant information in terms of the allotment situation. Cllr Los offered to send these to the Clerk as they might be useful to the engineering assessment.



**Resolved** Cllrs agreed to proceed with the engineering report by a majority vote of 8 in favour and 1 opposing with the condition the cost came from the allotment budget.

Changes to the Lease Agreement - Chair noted proposals put forward so far and it was agreed the Clerk would collate these for a final decision at the June or July meeting – Cllrs were invited to add anything they wished to be considered.

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

Cllrs discussed if there any changes they wish to be implemented in the draft budget, noting that at the moment the draft budget was subject to a 5% inflationary increase. With no proposals tabled Chair proposed that there was no point in waiting until April and the budget should be signed off at the March meeting.

**Resolved** Cllrs unanimously agreed to the draft budget with a 5% increase on last year's budget. Item closed.

### **9.4 Plans for Easter celebrations – Cllrs to discuss final arrangements for visit to local schools**

**Resolved** Cllrs noted that all was in place for the visit of the Easter Bunnies to the three schools on 22<sup>nd</sup> March. Clerk advised he proposed to take the eggs to the respective schools prior to the event as they were very bulky, with a small number kept for the actual visit.

### **9.5 Celebrations for commemoration of D Day – Cllrs to discuss update on purchasing a beacon and associated issues (planning) to part in national celebrations for the anniversary of D-Day Landings in June.**

**Resolved** Cllrs agreed to the purchase of a beacon to be a focal point for the national celebrations in June and the Clerk was instructed to proceed.

In terms of location, Cllrs noted that ERYC had advised it was necessary to pay a fee for advice on if the beacon would require planning permission – Clerk was instructed to proceed with this.

**Ongoing** Wider celebrations to be included on the agenda for April.

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

Cllrs discussed and summaries are as follows:

- The whole project had been ongoing for many years and all the expertise had now left the Parish Council – a number of consultants had come and gone all with different approaches which had seen previous work reviewed and overturned.
- There was uncertainty if the Steering Group was still in place having not met for a number of years meaning even more loss of expertise
- There had to be concern over possible continued costs which were not budgeted for
- There had been hope of improved leisure and recreational facilities but these had not materialised

Chair advised that she felt that “time has moved on in terms of what we want for the village, and it was a very different world compared with when the Neighbourhood Plan had first being considered”. In summary Chair proposed that it was time for the Parish Council to end the project and for the Council to adopt the ERYC local Plan.

**Resolved** Proposal was unanimously supported by Cllrs and the Clerk was instructed to write to ERYC to this effect.

### **9.7 New Defibrillators for the Parish - Cllrs to be updated on purchase of a new defib unit and also agree location**

Clerk confirmed the new defibrillator unit had been ordered and Cllrs discussed a location in the Parish which was currently not covered.

**Ongoing** Cllrs agreed to look at placing at the Lidle supermarket and the Clerk was asked to approach the Company and discuss.

**9.8 Plan to commemorate ex Cllr Nick Hart - *Cllrs to consider location for a commemorative bench in memory of ex Cllr Nick Hart***

Chair noted a proposal from Cllr Shores to purchase and place a commemorative bench in memory of Mr Hart and following discussion, Cllrs unanimously agreed to the purchase of a identified bench. In terms of location, Cllrs agreed that an ideal site would be the grassed area at the corner of Long Lane and the Clerk was instructed to speak to ERYC on if this required planning permission.

**Resolved** As above and details of siting of bench to be confirmed at forthcoming meetings.

**9.9 Anti Littering School Competition and litter pick by Cllrs – *as previously agreed Cllrs to discuss the arrangements for a school competition focussed around anti littering and also for a Parish Council litter pick***

Cllrs discussed the following:

9.9.1 A colouring in or drawing competition based around anti littering for the three schools with prizes – Cllr Begg recommended that each school should have their own theme so they were not competing with each other – the competition would be based on key stage years with a prize of book tokens for each year.

9.9.2 A talk to the schools on anti-littering – Cllr Begg suggested that the Parish Council could approach ERYC and ask them to get involved with perhaps a visit to each school of a bin wagon.

Cllrs agreed this was an excellent idea and the Clerk was instructed to contact ERYC

9.9.3 A Parish Council litter pick – Cllr Begg suggested the litter pick to take place on either the Thursday or Friday of the second week of the Easter Holiday – Cllrs should advise the Clerk of their preferred date ASAP and this would be advertised on social media inviting members of the public to also become involved.

**9.10 Dogger Bank South Community Liaison Group – *feedback from Cllr Begg following his attendance at the first meeting of the Liaison Group***

Cllr Begg advised that the first meeting had been very constructive and DBS team seemed sincere in trying to obtain constructive feedback from the public. The liaison group was managed by a 'third party' Company and Cllr Begg felt at this stage they were doing the right thing and were already receiving feedback on matters including impact on nature, hedgerow infrastructure and were providing regular news letters for the public.

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

10.1 Cllr Bown asked if the lack of post box and bus routes for new developments could be included in the April agenda

10.2 Clerk asked if the state of the noticeboards could be discussed at a subsequent meeting – the three older ones (Ferry Lane, Thearne Way, Dunswell School) were all letting in water.

**Date of Next Meeting** – Monday, 15<sup>th</sup> April 2024

Signed as a true record *Kerri Harold* Date *April 2024*

Kerri Harold – Chair

## Woodmansey Parish Council

### Financial Report for the March 2024 Parish Council Meeting

#### Headlines

At the end of January.24 our bank balance was **£17,517 (actual)** and at the end of February .24 the bank balance (after all banked transactions), stood at **£13,906 (actual)**.

Considering all liabilities, (cheques to be approved at the Mar.24 meeting – there are no uncashed cheques) our forecast balance for the end of March is **£12,077, (forecast)** which is of course the end of the financial year and £2k above the forecast surplus set in April 2023, we are likely to finish the financial year in an excellent position.

It should also be noted that we have not transferred the costs of projects during the year and the reserve account is showing at £38,477.

#### Cheques to be approved at the March 2024 Meeting

Cheques for approval in March are mainly covering the costs of the Easter Project for gifts for the three schools. However it is duly noted that the Parish Council is without a cheque book and therefore no cheques were presented. All the March payments will be transferred to the April 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.

Next month's bank statement will show the spending to the end of the financial year and I will be able to show Cllrs how our spend compares with the budget Cllrs agreed last year as we commence our annual audit / return



## Summary Notes of April 2024 (Ordinary) Meeting

**Date of Meeting** Monday, 15<sup>th</sup> April 2024

**Time of Meeting** 1900

**IN ATTENDANCE:**

**Parish Cllrs** Cllr Kerri Harold (Chair); Cllr Emma Constable; Cllr Claire Levy; Cllr Phil Bown; Cllr Jon Los; Cllr Lynn McCormick; Cllr Harry Bulmer; Cllr Dave Shores

**Parish Clerk** Andrew Crabbe.

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### Part 1 Procedural Matters

#### 1 Present and Apologies (Chair to confirm quorum)

Chair (Cllr Harold) opened the meeting noting apologies from Cllrs Beal, Begg and Ellerington.

**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.

**Point of Procedure** Clerk noted that he had received correspondence from Cllr Beal with regard to the flooding / Dykes on Long Lane and that she had contacted the drainage board in a private capacity regard her property / land.

**Resolved** Clerk had advised that it was his view this just needed to be declared at any future meeting at which the dykes were discussed. Chair advised she was happy with this advice.

#### 3 Approval of the previous months minutes (Chair)

Chair asked Cllrs if they had read and agreed with the minutes / summary notes for the March 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 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 connexion had advised they would pause the rollout of poles following the completion of the current schedule of work - after this, Connexion will commence talks with Kcom to hopefully reach an agreement for shared facilities.

4.2 he had spoken at full council to declare an 'ecological emergency' due to the widespread decline of wildlife / plant / flora in the East Riding – Cllr Redshaw felt that ERYC were directly responsible for the loss of considerable areas of habitat in the county.

4.3 Pleased to report a pot hole repair programme had been approved by ERYC for the Parish

4.4 Chair welcomed new Ward Cllr, Tony Henderson to the meeting – Cllr Henderson advised that he was obviously new to the role and was updating himself with issues in the area including Long Lane and England Springs Crossing. One of his first actions was to raise concerns with ERYC for the spraying of verges with weedkiller which many felt was killing wildlife.

Also, that there had been concern for work being carried out at midnight on the new Jock's Lodge road works and he had been advised this was necessary as such work was not possible during the daytime due to heavy traffic.

Noting the issue of the junction at Long Lane / Woodmansey Mile, Cllr Henderson advised he believed there was a proposal to install 'heavy duty traffic moulds' at Long Lane to try and address the issue of vehicles turning in the lane. Cllrs expressed concern with this proposal as it could cause problems for residents especially at the Woodmansey mile end of Long Lane, including causing problems for emergency vehicle access. Chair noted that the issues being raised at the moment with the junction were highlighted by the Parish Council and Ward Cllrs at the point the planning application was submitted, but had been ignored. Chair continued that she looked forward to the Parish Council working with Cllr Henderson in the matter, noting that there was a lot of knowledge on the Council in the matter, especially as a number of Cllrs lived on Long Lane.

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

Chair noted no members of the public in attendance. Clerk advised Cllrs of the following correspondence:

### **5.1 Fly tipping at Willow Lane**

Cllrs noted correspondence from a resident following fly tipping at Willow Lane – an initial reported tipping had taken some time to address by ERYC but had been cleared, however the workmen had apparently left a plank across the stream there resulting in further tipping and anti social behaviour threatening wildlife there.

Clerk to post link to ERYC fly tipping on social media encouraging residents to report tipping when it occurred.

### **5.2 Exercise Equipment for Parks**

Cllrs noted correspondence relating to exercise equipment in parks and Clerk asked if Cllrs would support an application to the Lottery Fund to finance this type of equipment in the Parish parks – Cllrs unanimously agreed to this and also to ensure that this included equipment for disabled residents / children.

**Ongoing** To be actioned as above and to be included on future agendas

## **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 April meeting - Cllrs noted the ongoing problems with Barclays who had not sent a replacement cheque book since December 2023 and that cheques had ran out in February, meaning the Parish Council had been unable to make any payments in March. A cheque book had been received on the morning of the April meeting; however, the Clerk had already agreed with the Chair that he would pay all invoices in March and April and this had been actioned. Therefore, there were only three cheques to be approved at the April meeting.

**Resolved** It was confirmed that the Council would still move banks as previously agreed.

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

## **7 Planning applications (All)**

**Ongoing** The Planning Application Report for the April Meeting can be found as **Appendix 2.**

## **11 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 Cllr McCormick noted that there was new anti-social behaviour at Morrisons with car meets by youths Clerk was asked to contact the police again to pick this up and chase up the request for police visit to a Parish meeting.

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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 meeting with Stuart Graham MP and receipt of the safety report from Bellway***

Cllrs noted an update from ERYC which advised that following the safety report, the only action that was apparently proposed was for the developer Bellway to introduce new signage – Cllrs expressed disappointment at this and felt that this would not deal with the concerns

**Ongoing** Cllrs instructed the Clerk to contact Graham Stuart and advise that they were unhappy with the proposed action (as above) and that new signs would not address the concerns of residents – motorists were already ignoring the existing signs so why would more make any difference.

#### **9.2 Flooding on allotments and a review of the current tenancy agreement – *Cllrs to discuss any update on obtaining a quote from a drainage engineer on feasibility of anti-flooding measures***

Cllrs noted that the Clerk was scheduled to meet with the flooding engineer from Alan Woods & Partners later in the week as a start to the assessment – Clerk confirmed he had updated tenants of the situation and received no response.

**Ongoing** Matter to be deferred until the assessment was completed and the report received.

#### **9.3 Celebrations for commemoration of D Day – *Cllrs to discuss update on purchasing a beacon and associated issues (planning) to part in national celebrations for the anniversary of D-Day Landings in June.***

Clerk advised the matter was ongoing and waiting for a response from ERYC to advise if planning permission is required for the beacon to be placed opposite the Warton Arms It was noted that Connexion had now placed a post there and following a discussion with an ERYC Officer, there was some concern that the location was too residential for the siting of a lit beacon

Cllrs also discussed need to factor in a broader celebration involving the Warton Arms, even making it a charitable event, maybe involve Help the Heroes and ask a local VIP to open the event.

**Ongoing** Cllr Levy was asked to look into the possibility of inviting a local dignitary and Cllr Bulmer to discuss holding a celebratory event with the Warton Arms, possible at the weekend following the national D-Day celebrations

#### **9.4 New Defibrillators for the Parish - *Cllrs to be updated on purchase of a new defib unit and also agree location***

Cllrs noted and expressed disappointment that Lidl had not responded to a request to have the proposed new unit placed on their premises at Minster Way / Eastfields Lane and the Clerk was asked to contact other businesses and ask if they would be prepared to house the unit. Cllrs also discussed defib coverage in the wider Beverley area and that there appeared to be a lack of units in the town.

**Ongoing** Clerk was asked to contact Beverley Town Council and enquire as to coverage

#### **9.5 Plan to commemorate ex Cllr Nick Hart - *Cllrs to consider location for a commemorative bench in memory of ex Cllr Nick Hart***

Cllrs noted that the proposed commemorative bench was ordered and Cllr Beal had agreed to have this delivered to her farm. Cllrs discussed the working of a plaque and made suggestions for the Clerk to include noting how dedicated and hardworking Nick Hart had been whilst on the Parish Council

**Ongoing** Location to be agreed when the bench had arrived

#### **9.6 Anti Littering School Competition and litter pick by Cllrs – *as previously agreed Cllrs to discuss the arrangements for a school competition focussed around anti littering and also for a Parish Council litter pick***

**Ongoing** Noting the absence of Cllr Begg who had tabled this item, Cllrs agreed to defer the matter until May

## New Issues

### **9.10 Cllrs to discuss the lack of post boxes and bus routes for new housing developments in the Parish**

Cllr Bowden advised he had tabled this item following representation from residents from the new housing development off Minster Way (Strata Homes) who had advised him of the lack of buses and post boxes in the area.

**Ongoing** Clerk to contact the relevant authorities and discuss and report back to Cllrs at the May meeting

### **10.2 Cllrs to discuss the state of the older noticeboards (Ferry Lane, Thearne Way, Dunswell School) - all are letting in water.**

Cllrs discussed the poor state of some of the older boards in the Parish (as listed above) and noted the cost of replacement would be considerable. Clerk advised that many Parish Councils were moving away from the traditional noticeboards to focus on online communication.

**Ongoing** Cllrs agreed that the Parish Council should seek the views of residents and ask if they used the noticeboards and if it was felt the Parish Council should invest in new boards.

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

10.1 Chair noted that the recent Easter Bunny event (visiting the schools) was a great success and thanked Cllrs Harry Bulmer and Phil Bowden for taking the time out of their busy schedules

10.2 Clerk noted that last year the Parish Council had discussed introducing Community Awards in the Parish and asked Cllrs if they wished to add this to the May agenda for further discussion. Cllrs agreed to this

Cllrs noted that the Annual General Meeting of the Parish Council would be held in May and the Parish Meeting needed to be held by June – legally the APM was not a Parish Council meeting and residents had the right to organise and manage this meeting. In previous years there had been no interest from residents to do this and the Parish Council had stepped in. Clerk would email proposals to Cllrs over next few weeks

**Date of Next Meeting** – Monday, 20<sup>th</sup> May 2024

Signed as a true record *Kerri Harold*  
Kerri Harold – Chair

Date *May 2024*



## Summary Notes of the 2024 Annual (General) Meeting of the Parish Council

**Date of Meeting** Monday, 20<sup>th</sup> May 2024

**Time of Meeting** 1830

**IN ATTENDANCE:**

**Parish Cllrs** Cllr Kerri Harold (Chair); Cllr Claire Levy; Cllr Phil Bown; Cllr Jon Los; Cllr Harry Bulmer;  
Cllr Dave Shores; Cllr Richard Ellerington; Cllr Roy Begg

**Parish Clerk** Andrew Crabbe.

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### **Present and Apologies (Chair to confirm quorum)**

Chair (Cllr Harold) opened the meeting noting apologies from Cllr McCormick.

#### **1 To provide the opportunity for the Parish Chair to confirm (or otherwise) their intention to continue in the role for another year.**

It is duly recorded that no Cllr presented themselves forwards for the role of Chair and Cllr Harold confirmed her intention to continue in the role for another year.

**Resolved** Cllr Harold appointed Chair (uncontested) for another year

#### **2 To provide the opportunity for the Deputy Parish Chair to confirm (or otherwise) their intention to continue in the role for another year.**

Noting the recent resignation of Amanda Beal who had stood in the office of Deputy Chair, Cllrs were invited to put themselves forwards for the office. Cllr Bulmer advised he would be prepared to take the office of Deputy Chair.

**Resolved** Cllr Bulmer appointed Deputy Chair (uncontested) for a year

#### **3 To allow Cllrs to a) vote their agreement to the above or b) to invite Cllrs to put themselves forward for the roles (Chair / Deputy Chair) in the event of either person wishing to resign.**

**Resolved** No Cllrs presented themselves for either the role of Chair or Deputy Chair

#### **4 To allow Cllrs to review key policies and amend as required - in particular the Standing Orders, Code of Conduct and Financial Regulations.**

**Resolved** Cllrs made no representation to make changes to the Standing Orders, Code of Conduct and Financial Regulations and they stand unchanged.

#### **5 To provide the Parish Chair an opportunity to present End of Year Report / statement.**

Chair made the following statement to Cllrs in attendance

##### 5.1 Review of the Year

As Chair of Woodmansey Parish Council I am both pleased and 'proud as Punch' to say that in 2023 and into 2024 we have continued to focus on key objectives of making our Parish a pleasant place to live in. We have carried out a number of projects, including considerable investment in Christmas decorations, display lights and trees, lovely new board signs for our two parks and the allotment, cleaning of bus shelters and playground equipment and our course our continued support of the three schools in the parish with community grant awards.

And not forgetting the memorable, now established seasonal visits by Father Christmas and his right-hand elf - and this year for the first time, the Easter Bunny Twins, each time bearing gifts for the school children. We also celebrated the Kings Coronation with commemorative gifts for local school children which we hope they will treasure into adulthood.

Our community grant fund set up two years ago is now an established success and in the last year has continued to support local groups like Men in Sheds, Abbies Fund as well as the schools and also Beverley Wombles. Going into the new year I would like to develop the Community Awards we have previously spoken about, honouring outstanding individual contributions to our community and which we piloted with the first ever 'Freedom of the Parish' scrolls presented to long standing Parish Cllr, Julie Los and Malcom 'the postie' Shields on their respective retirements.

Large scale housing development continued to be a major aspect of the Parish Council's work in 2023. I believe it is important to note that whilst the Parish Council acknowledges the strategic nature of new housing, largely outside of the remit of the Parish Council's powers, we never the less must continue to champion the need to protect our rural environment and landscape and that we try to convince the local authority to find a balance as we go forward.

We continue to have a number of challenges facing the parish including with regard to the new junction at Long Lane / Woodmansey mile - as Chair I am sure all Cllrs will agree we need to keep pressure on both the developer Bellway and also ERYC to make changes to reassure the residents of this area, and I look forward to working with Grahem Stuart in this going into 2024-25

## 5.2 Objectives for 2024-25

This nicely leads me into my objectives for the forthcoming year.... as Chair of the Parish Council my strategy will be for us to continue to strive to enhance and improve our Parish and community, and I look forward to working with partners in doing this, including St Peters Church, the schools, Dunswell Institute and the Village Hall Committee. Our commitment to supporting the schools, the allotments, parks and new defibrillators will continue, whilst I also wish to look at improving the War Memorial in Woodmansey, help with the Dunswell Memorial, and all at the same time managing the public purse carefully.

The new year of 2024 has started on a sad note for the Parish Council with the resignation of Amanda Beal and Emma Constable, both of who were dedicated and enthusiastic Cllrs. Amanda has served on the Parish Council for more than 20 years and her local knowledge and contacts will be sorely missed by the Council.

And very importantly we shall continue to encourage public involvement in the work of the Parish Council and strive to improve communications and offer the opportunities for residents to let Councillors know what they want the Parish Council to prioritize; Cllrs will be aware we are currently looking at our noticeboards in the Parish which are old and questionable if fit for purpose – I am hoping residents will engage with the Parish Council on how they wish to be communicated with and we shall remain open to ideas on how to do this..

In finishing, I would like to thank each of you for your valuable contributions and hard work on behalf of the community and I look forward to working with you and doing it all again this year.

## **6 To provide the Parish Clerk an opportunity to present a Financial End of Year report / statement.**

Clerk made the following statement to Cllrs in attendance

### 6.1 Review of the Financial Year of 2023-24

The Parish Council ended the previous financial year of 2022/23 with a bank balance of £22, 479 (1st April 2023) and ended the financial year of 2023/24 with a bank balance of £13,906 (31st March 2024) which of course is a considerable difference, but reflect the fact the Parish Council continued to spend a considerable amount of money in the financial year totalling £30,783 in the year.

Our reserve account ended the previous year with a balance of £38,162 and ended this financial year with a balance of £38,621, an increase due to interest.

Key spends in the year were:

£3,000	Kings Coronation Gifts for local school children
£1,130	King's Coronation Bench
£2,366	Two Park Signs and a sign for the allotments
£300	On a school hedgehog project
£950	On Unknown Soldier Statues and British Legion Planters
£1,100	On cleaning of bus shelters and playground equipment
£2,000	On Christmas gifts to the local school children and new lights and decorations

Cllrs should be proud that the Parish Council continued to invest in the community, reflected in the above spending but also smaller scale spending such as the freedom of the Parish Awards to Julie Los and Malcom the postie. The Parish Council also continues to pay the wi-fi at the village hall for the benefit of its users.

### 6.2 Key Themes for 2024/25

With regard to the new year, Cllrs will be familiar with the approach I intend to follow as Financial Officer, and my headline will be encouraging Cllrs stick to the agreed budget which is the proven basis of effective financial management, the only way for us to ensure we remain financially solvent and most importantly demonstrate to residents / tax payers we are sensible and professional in managing public money.

I also believe that it is important and strongly recommend that the Parish Council must begin to forward plan and prepare for the boundary changes in 2027 when the Parish will become substantially smaller and Cllrs will need to decide if to maintain the current precept level (which will mean a higher tax burden for the decreased number of residents in the parish) or reduce the precept demand (which will mean a considerable fall in the Parish Council income). In summary we must keep this in mind when looking at project spending over the next few years.

This does not mean the Parish Council should not spend on improvements for the community, more that it is cautious in doing so and fully measures the benefit to the community – it does remain my view that the reserve at £38,000 remains unnecessarily high and provides opportunity for spending in the community as Cllrs see appropriate. The external auditors Littlejohn advise a reserve should be calculated depending on a Parish Council's risk assessment (ie - if a Council has property responsibilities the risks are higher) without this risk, the advised reserve amount is twice the average monthly expenditure of the Parish Council.

Very shortly we shall commence the process where Cllrs are asked to consider what projects they wish to table for discussion into 2024 – 2025 and whilst we remain in an enviable position of having a large reserve to finance such projects, I would respectfully ask Cllrs to consider the above.

However, alternatively Cllrs may feel the current reserve or part of it should be used as a buffer when the Parish downsizes in 2027. It is reasonable to suggest that if we no longer have the benefit of such a large reserve the only way to finance project spending will be from the precept which most other Council have to do.

In summary then, there are no identifiable risks or threats to the Council finances in the year 2024/25, rather the scope to roll out more projects to benefit the community parish of Woodmansey

**Meeting was closed by the Chair at 1850**

## Summary Notes of May 2024 (Ordinary) Meeting

**Date of Meeting** Monday, 20<sup>th</sup> May 2024

**Time of Meeting** 1900

**IN ATTENDANCE:**

**Parish Cllrs** Cllr Kerri Harold (Chair): Cllr Dave Shores: Cllr Phil Bown: Cllr Jon Los: Cllr Richard Ellerington: Cllr Roy Begg: Cllr Harry Bulmer: Cllr Claire Levy

**Parish Clerk** Andrew Crabbe.

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### Part 1 Procedural Matters

#### 1 Present and Apologies (Chair to confirm quorum)

Chair (Cllr Harold) opened the meeting noting apologies from Cllr McCormick.

**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 February 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 Chair 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:

- Ms3 to commence pole installation in August, and Cllr Redshaw was proposing to speak to them about not using creosol on the posts
- An annual action plan on dealing with potholes was in place
- Recently met with new PC for the area, Mike Batch and discussed a number of issues including the going problem with off road bikers
- A proposal was going to Cabinet in June to allow bus passes to be used all the time during the day instead of specific times
- As the Parish Council will be aware ERYC are carrying out a further boundary review and he had heard one proposal was that Woodmansey might be merged under Cottingham North

Chair noted the attendance of Ward Cllr Tony Henderson at the meeting who advised Cllrs as follows

- He has spoken to Royal Mail about the post boxes in new housing developments and they had asked for the names of the streets
- He was aware of funding from the Police Crime and Commissioner for installing electronic speed signs around schools – the Parish Council had to register for this
- He was also looking into the lack of speed signs on Lincoln Way and concerns for pedestrians including school children crossing the road with the number of blind bends

Chair thanked Cllr Henderson for this and suggested that the above items were listed for discussion at the next meeting. Also, the Chair advised she was aware Cllr Henderson was meeting with a ex Cllr who was now a Beverley Town Cllr to discuss issues in the Victoria Ward and she asked if Cllr Henderson would instead involve the Woodmansey Parish Cllrs who had a wealth of knowledge about the area. Victoria Ward was not within the remit of Beverley TC.

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

5.1 Clerk Noted a letter from ERYC advising of surface dressing programme for pot holes in the region, however Woodmansey Parish was not mentioned.

**Ongoing** Clerk to write to ERYC and ask why Woodmansey Parish roads were not included as the problem was bad in the area

5.2 Public Speaking Session.

Cllrs noted Mr Andrew Brown a resident of Dunswell in attendance who advised he wish to put himself forwards for the vacant Cllr office on the Parish Council. As a point of procedure at the close of the meeting and without any public in attendance, Cllrs discussed Mr Brown's application and unanimously agreed he would prove an asset to the Parish Council and agreed with his co-option onto the Council.

**Resolved** Clerk to commence process of co-option with Mr Brown and ERYC

## **6 Financial Report and Accounts (Clerk)**

Clerk referred Cllrs to the monthly Accounts Report and the Financial Officer report which can be found as **Appendix 1 and 1a**

**Resolved** Cheques presented at the meeting as listed on the accounts report were approved

Clerk noted that following the resignations of Amanda Beal and Emma Constable the Parish Council was now short of cheque signatories and really needed three to ensure appropriate cover at meetings.

**Resolved** Cllr Bown and Cllr Bulmer were appointed as cheque signatories

**Ongoing** Clerk to process with Barclays although he anticipated problems as the bank had previously refused to co-operate unless they received written authority from two signatories and obviously the Parish Council only had one signatory at this time

## **7 Planning applications (All)**

**Resolved** No planning applications were received in time for the meeting

## **12 Police Matters – opportunity for Cllrs to discuss latest crime statistics (All)**

**Resolved** The Police Reports had been received for April – no comments were raised by Cllrs. It was noted that the police had agreed to send an Officer to a forthcoming meeting to update Cllrs on police matters in the Parish

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## **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 /Woodmansey Mile – Cllrs to discuss any updates following understanding that Bellway will be installing further signage and Cllrs advising at the last meeting they felt this was insufficient.**

After due discussion Cllrs agreed that a statement should be sent to Bellway and ERYC identifying continued concerns of the Parish Council, that there was a definite feeling that the situation had worsened and that the proposed additional signage would not deal with the concerns as drivers were already ignoring the signs. The statement is below:

The Parish Council was not satisfied that the recommendations from the recent Safety Report (additional signage) at the junction at Long Lane and Woodmansey Mile, will deal with the issue of drivers turning into Long Lane as they are clearly ignoring the existing signs and therefore there is no reason to suggest additional signs will make any difference.

The issue remains on our agenda and at last night's meeting a Cllr reported the situation was getting worse and recently was subjected to abuse from a driver turning left – the driver (who was there to view one of the new houses) advised the Cllr that the Barratts site office had told her to ignore the signs and it was ok for residents to turn onto Long Lane from the junction. I have been instructed to write to all the developers on Long Lane and ask them to inform their onsite staff that this is absolutely unacceptable. Cllrs feel that the main culprits are in fact residents from the new housing and this needs stopping now.

It is also noted that despite several assurances this would stop, the builders themselves are ignoring the signs and turning into Long Lane. Cllrs feel the safety report recommendations are not fit for purpose and what is needed is some form of actual deterrent such as cameras

I am asked to advise you that the above will be duly recorded in our minutes for the May meeting and Graham Stuart MP is copied into this email. We are also considering approaching the press in the matter as Cllrs feel increasingly frustrated and ignored in this matter.

The Parish Council would like to request a return visit from Bellway representatives to our June meeting which takes place on 17th June along with Mr Forsey as the ERYC engineer in the matter.

## **9.2 Flooding on allotments and a review of the current tenancy agreement – Cllrs to discuss report from drainage engineer on feasibility of anti-flooding measures**

Cllrs were referred to the report from the appointed flooding engineer and the Clerk advised that his recommendations as Financial Officer remained - high spend on the allotments is unjustified on the following grounds

- The land is not owned by the Parish Council
- It is not an appropriate spend of Parish Council monies as such spend will only benefit a limited number of people.
- The Parish Council has already spent considerable sums on the allotment project and costs of anti-flooding measures will be considerable as identified in the report
- And most important of all, as advised by all experts including in the engineering report, there is no guarantee that such measures will even work, as seen with other Councils who have carried out such work

As referred to in the report, some tenants are already dealing with the situation by raising the level of their plots with absorbent aggregate and raised beds. This is one of the solutions suggested in the report and the recommendation of the Clerk - possibly along with the suggestion of water collection in the communal areas across the site.

Cllrs discussed and Chair advised that the Parish Council had acted in good faith when it introduced the allotments and were not expecting the level of problems currently being experienced. After due discussion it was agreed:

- A copy of the report should be sent to all tenants of the allotments, subject to the permission of the engineer
- Cllrs felt that they had now actioned what had been requested by the group of tenants who had raised the issue of flooding on the allotments – professional engineering views / recommendations / advice had been sought at some expense

- Cllrs accepted the intent of the report and the recommendation that solutions needed to be undertaken by tenants themselves on their respective plots by raising beds and using absorbent aggregate.
- It was not clear if the lease would be continued after the current lease agreement ended and excessive spending was inappropriate
- The matter was now closed; however, tenants should be given the opportunity to end their tenancy if they wished before the new rents were sought in August

**Resolved** Matter closed.

### 9.3 Celebrations for commemoration of D Day – *Cllrs to discuss update on purchasing a beacon and associated issues (planning) to part in national celebrations for the anniversary of D-Day Landings in June.*

Cllrs discussed procedural concerns raised by the Clerk with regard to the planning of the event and the financial regulations – these were

- changes to the decisions agreed at the April meeting had been made and decisions made outside of any Council meeting by a group not authorised to make such decisions
- there was an advised spend of £800 which had not been approved and financial rules relating to the obtaining of quotes had not been followed – also the event was a private one but using public money
- there was a public interest in this and public money been spent - what should have happened was an extraordinary meeting called to which the public could have attended

Clerk advised that he accepted that decisions were being made in good faith and as a matter of expediency as time was now critical, however the matter of D Day celebrations had first being raised in April 2023 and numerous times since with no progress been made. It was the view of the Clerk that this would all be considered inappropriate by the auditor next year.

Chair advised that lessons needed to be learnt to avoid this from happening again, but it was important to work to ensuring the event was a success.

Cllr Bown advised that the celebrations would be carried out over three days:

- Official Beacon Lighting Ceremony: Thursday 6 June: Woodmansey Village Hall - 7.30pm to 9.30pm
- Family themed celebration: Warton Arms Pub and Carpark: Saturday 8 June – 1pm to early evening
- St Peter’s Church Service: Sunday 9 June (times to be confirmed)

Cllr Bown detailed arrangements for the Beacon lighting event and the timetable on the evening. It was confirmed that the event was to be private and ticketed and Cllrs had been asked to invite designated persons which was ongoing. Cllr Bown was still waiting to hear back on numbers but it was estimated to be 100 invited dignitaries and representatives of forces organisations and charities .

Following comments made by a representative of the Village Hall Committee, outstanding matters were insurance cover and the specific location of the beacon.

Cllr Bown continued that a local resident had purchased a commemorative bench as part of the D Day celebrations to donate to the Parish Council and had asked if this could be located by the Memorial. Cllrs thanked the resident for this very generous offer, but concerns were raised about the practicality of the proposed location, as space was limited in the actual grassed area of the Memorial. A suggested alternative was on the other side of the road (outside of the church) which would allow an overlook to the memorial / fields. It was understood the land was owned by ERYC

**Ongoing** Clerk to speak to ERYC with regard to this.



**9.4 New Defibrillators for the Parish - Cllrs to be updated on alternative location following no response from Lidl to siting a new unit at their store**

Clerk noted that Morrisons have replied that they needed to speak to head office as they understood their policy was that only trained staff can use the defib for the purposes of insurance

Ongoing Matter deferred to next meeting

**9.5 Plan to commemorate ex Cllr Nick Hart - Cllrs to consider location for a commemorative bench in memory**

Clerk advised this was ongoing as he was waiting for quote from a local builder which has been promised in time for the meeting but not received.

Ongoing Matter deferred to June meeting

**9.6 Anti Littering School Competition and litter pick by Cllrs – as previously agreed Cllrs to discuss the arrangements for a school competition focussed around anti-littering and also for a Parish Council litter pick**

Cllr Begg updated Cllrs on plans for the project, as follow:

- he was looking to visit the schools on 14 June to make the arrangements
- The litter pick was proposed to be held on either the 28<sup>th</sup> or the 29<sup>th</sup> June
- School Competition – theme would be different for each school and year group with gift (book) vouchers for winners
- ERYC to be asked to visit the schools with a refuse truck and give a talk about anti-littering

**9.7 Lack of post boxes and bus routes at new housing developments - Cllrs to be updated following decision at last meeting to contact relevant bodies**

Cllrs were referred to an email sent 20<sup>th</sup> May in which East Riding Buses advised that at the moment the area has no bus stop infrastructure, this would be up to the council to put in place as these are street furniture and they are installed and maintained by the local council.

**Ongoing** Clerk to speak to ERYC and identify if they had any plans and could all stakeholders work to sort this.

**9.8 Condition of noticeboards in Parish – Following on from last meeting at which it was noted the older noticeboards (Ferry Lane, Thearne Way, Dunswell School) were in poor state, Cllrs to be update on resident feedback - all are letting in water.**

Cllrs noted that the Parish Council had sought public views on the effectiveness of the noticeboards in the Parish, noting 3 were older types and were letting in water. Clerk advised that only 5 responses had been received – four had said they never bothered with noticeboards and the Parish Council needed to focus on digital communications – one person had reported that there is nothing wrong with the boards but the notices are in a bad way... which was the issue due to the boards letting in water.

Clerk advised he had applied for a grant from Dogger Bank to put towards any replacement of boards. It was also noted that the Parish Council had agreed to a replacement board for the one which had been taken down outside of the old St Faith's Church.

**Ongoing** Cllrs agreed to wait until the outcome of the Dogger Bank application and then make a decision on how to progress.

**New Issues**

**9.9 Annual Accounts Report – Cllrs to review the report in preparation for the Annual External Audit (AGAR) and submission to the internal auditor**

Cllrs were referred to the annual accounts report which had previously been sent to them and asked if there were any questions – none were raised and the Clerk advised this would now be posted on the Parish Council website

**Resolved** The annual accounts report was approved by Cllrs

**9.10 Boundary Review – Cllrs to be given opportunity to give initial views on proposed East Riding of Yorkshire Ward Boundary Review - Initial Consultation**

Cllrs were referred to documents relating to a proposed Ward Boundary Review in East Yorkshire – this was a ten-week public consultation inviting proposals for new council wards and ward boundaries for East Riding of Yorkshire Council. The consultation will close on 15 July 2024.

**Ongong** Matter deferred to the June meeting - Chair asked Cllrs to review the information sent with a view to agreeing a Parish Council statement at the June meeting.

**Procedural Note** – the meeting was extended by 15 minutes in accordance with the Standing Orders of the Parish Council and closed at 2110 having no further business

**Date of Next Meeting** – Monday, 17<sup>th</sup> June 2024

Signed as a true record

*Kerri Harold*

Date *June.24*

Kerri Harold – Chair

# Woodmansey Parish Council

## Financial Report for the May 2024 Parish Council Meeting

### Headlines

At the end of March.24 our bank balance was £13,906 (actual) and at the end of April.24 the bank balance (after all banked transactions), stood at £23,847 (actual) – This figure includes the payment of the first precept payment of £15,523. As Cllrs will be aware, a new cheque book has now been sent, however only three cheques were issued at the April meeting as the Clerk had already settled all creditors from March and April.

Taking into account all outstanding commitments (uncashed cheques and cheques presented for approval at the May meeting), the forecast balance for the end of May is £17,774 (forecast). This considerable drop is due to the number of payments scheduled for the May meeting.

### Cheques to be approved at the May 2024 Meeting

As Cllrs will see, there are a considerable number of cheques for approval in May and include a number of unbudgeted costs which will need transferring from the reserve as projects – specifically the Nick Hart memorial beach, (£774.71) and the costs payable to ERYC for the Christmas lighting and trees from ERYC on Lincon Way and Woodmansey (£2,806 and £937 respectively). There are also two payments to ERYC for pre-planning advice for the change of location of the proposed beacon, and my procedural concerns regards these are known to Cllrs.

All other spending is within budget.

In concluding, there are no threats or risks to the Parish Council and our finances are solvent and stable as we enter the second month of the financial year.

Woodmansey Parish Council			
Accounts for the month(s) of		April	
Cheques to be approved for the month of		May-24	
From:	Parish Clerk		
To:	Parish Councillors		
<b>Box 1</b>			
Community Account (325) Balance as of end of last reporting period (Mar.24) = <b>£13,906.17</b>			
<b>Bank Transactions in April 24</b>			
<b>Debits</b>			
<b>Date Cashd</b>	<b>Cheque No.</b>	<b>Payee &amp; Reason</b>	<b>Amount</b>
19-Apr	482	Crabbe A - Reimbursement for payment of creditors in March and April due to having no cheque book - see details of items paid by Clerk for all details	£5,582.04
<b>Credits</b>			
<b>Date of</b>	<b>Ref No</b>	<b>Reason</b>	<b>Amount</b>
		1st Precept Installment	£15,523.50
		Balance as of end of previous month (Mar.24) =	£13,906.17
		Total spend in April 24 (presented) =	£5,582.04
		Total Receipts in April24	£15,523.50
<b>Total balance in bank as of end of April 24 (reconciles with attached Bank Statements) =</b>			<b>£23,847.63</b>
<b>New cheques presented at the May 24 Meeting</b>			
		Crabbe, Andrew Salary for May 2024	£988.91
		Stationary for new Accounts Folder - (Ring Binder, ring enforcers and Plastic Wallets) - split between 3 Councils - total cost is £21.42 divided by 3 =	£7.14
		Magnets for noticeboards - reimburse A Crabbe	£7.83
		Payment for ERYC Planning Advice Ref No. 32-3551 - Remburse to A Crabbe	£72.00
		Payment for ERYC Planning Advice Ref No. 32-3668 - Remburse to A Crabbe	£72.00
		Crabbe Andrew Travel Expenses in April and May (Meeting with flooding engineer and painting of bench and planters)	£75.50
		Norton Anti Virus for PC Laptop - Remburse to A Crabbe	£74.99
		ERYC - Installation of lighting and tree and associated work on Lincoln Way	£2,806.40
		ERYC - Installation of Christmas lighting and tree and associated work on Amienty Land opposite Warton Arms	£937.97
		HRMC - P32 Employers Liability - From: 06/05/2024 To: 05/06/2024	£137.35
		Glasdon UK - Bench for Nick Hart	£774.71
		Memorial Plaque for Nick Hart - Reimbursement to A Crabbe	£17.99
<b>Total Cheques to be approved at the May Meeting</b>			<b>£5,972.79</b>
<b>Box 2</b>			
<b>Outstanding Cheques (Cheques issued at previous meetings but not cashed at time of current Bank Statement)</b>			<b>Amount</b>
Woodmansey Village Hall - payment for wifi for the month of March.24			£59.58
Woodmansey Village Hall - payment for wifi for the month of April.45			£59.58
<b>Uncashed cheques as of latest Meeting</b>			<b>£119.16</b>
<b>Box 4</b>			
<b>Summary of PC Accounts until end of May 2024 (Actuals &amp; Forecasts)</b>			
<b>No.1 Account: Current Account (923)</b>			
<b>a</b>	<b>(Actual) Bank Balance at end of Mar.24 (verified by Statement) =</b>		<b>£13,906.17</b>
<b>b</b>	<b>(Actual) Total Spend in Mar.24.cashed =</b>		£5,582.04
<b>c</b>	<b>(Actual) Uncashed Cheques</b>		£119.16
<b>d</b>	<b>(Actual) New Cheques issued at Mayil.24 meeting</b>		£5,953.99
<b>e</b>	<b>Forecast Spending for end of May.24 (which is box b, c and d added) =</b>		<b>£11,655.19</b>
<b>f</b>	<b>(Actual) Credit Payments made in Apr.24</b>		£15,523.50
<b>g</b>	<b>Forecast of Balance for endMay.24 (which is box e deducted from box a, added to box f) =</b>		<b>£17,774.48</b>
<b>Box 5</b>			
<b>No.2 Account: High Interest Account (107)</b>			
<b>Details of Transactions</b>			<b>Balance</b>
Balance as of 30th November 2022 =			£38,093.72
<b>Interest =</b>			£21.24
Balance as of 30th December 2022 =			£38,114.96
Balance as of 31st January 2023 =			£38,114.96
Balance as of 28th February 2023 =			£38,114.96
<b>Interest =</b>			£47.32
Balance as of 31st March 203 =			£38,162.28
Balance as of 28th April 2023 =			£38,162.26
Balance as of 31st May 2023 =			£38,162.26
<b>Interest =</b>			£79.57
Balance as of 30th June 2023 =			£38,241.83
Balance as of 31st July 2023 =			£38,241.83
Balance as of 31st August 2023 =			£38,241.83
Balance as of 29th September 2023 =			£38,344.83
Balance as of 31st October 2023 =			£38,344.83
Balance as of 30th November 2023 =			£38,344.30
Balance as of 29th December 2023 =			£38,477.82
Balance as of 29th February 2023 =			£38,477.82
<b>Interest =</b>			£143.90
Balance as of 22 March 24 =			£38,621.72
<b>Balance as of 30 April.24 =</b>			<b>£38,621.72</b>

