

# NEWBALD PARISH COUNCIL

## MINUTES OF THE MEETING OF NEWBALD PARISH COUNCIL HELD AT NEWBALD VILLAGE HALL ON 13 JANUARY 2020 AT 7PM

**Present:** Councillors B. O’Sullivan (Vice Chairman), J. Barrett, M. Bushby, S. Dongray-Burke,  
J. Howard, G. Lewis, S. Milner, E. Openshaw, B. Smith, D. Stewart.

**In attendance:** Suzanne Smith (Clerk to the Council), Representative from SCAMP, County Councillor Bernard Gateshill, 2 members of the public.

### 1. PUBLIC FORUM

#### 1.1. **Representative from SCAMP re. Item 7** – Possible installation of CCTV to protect the church roof from lead thefts.

The representative said that he had done an initial inspection of the church and the churchyard. He said there were many options that could be implemented and they depended largely on what was legally allowed, according to legislation governing churches and grade 1 listed buildings. He was not aware of the content of such legislation and would need to be advised.

Assuming 2 cameras were required, a rough estimate of cost would be £3,000 for basic cameras (not including installation) and £1,400 annually for monitoring and maintenance. Many variables would impact these prices though.

Wi-Fi would need to be installed. Depending on the service chosen, SCAMP could respond if they saw any intruders on the CCTV, as could designated people in Newbald. The Police would typically take a long time to respond after being told about a theft.

Issues to be considered as part of the process included the fact that thieves could choose to avoid cameras and come at the church from a different angle. Also, people attending church services, weddings and funerals would need to be notified that they may appear on CCTV and their agreement obtained.

Cllr. Bushby noted that many churches do now have CCTV. He was asked if he could approach one of those churches to find out how they meet the legal requirements. The representative from SCAMP agreed to meet with Cllr. Bushby later this week to discuss options in more detail and provide a quote.

*The representative from SCAMP left the meeting.*

One member of the public raised the opportunity of funding for the church and church rooms via the National Churches Trust. It was agreed that this information would be passed on to the relevant parties. *The member of the public then left the meeting.*

**1.2. Cllr. Howard re. Item 10 – Scams and how to protect yourself against them.**

As Jenni Howard was unable to attend due to illness, Cllr. Howard spoke on her behalf and said that he felt that NPC should consider setting up a public meeting to make residents more aware of the many scams that exist, with a view to protecting them. Jenni had attended a meeting about them and had been shocked by how extensive they are. Cllr. Howard provided the clerk with a leaflet Jenni had picked up about the subject, which she committed to looking at after the meeting.

The Clerk said that, as part of her role as Neighbourhood Watch Coordinator, she received many notifications about scams. As these were national in nature, she did not disseminate them. (Previously the Council had decided only to notify subscribers of local issues). She asked if the Council would prefer her now to also send out notifications about the scams to subscribers.

For now it was agreed that a meeting should be set up and subscribers notified about that. Then further information could be put on the website.

**1.3. Member of the public re. Item 11-1) – Riparian Responsibilities**

A member of the public requested to know whether it was ERYC that had cleared the culvert under the Green. He said that if they had, it meant that ERYC was accepting responsibility for the clearance of the beck.

He cited many historical reasons as to why he and other homeowners along Eastgate do not have riparian responsibilities. Mainly this related to the fact that water from the Highway drains into the beck, making it ERYC's responsibility. Of course, ERYC's legal report disputes this. The clerk asked that he forward all that information on to her in an email so that she has it for future reference.

The member of the public also raised the blocked 'French drain' on Beverley Road near where the horse is housed. The Clerk said that she would raise this with ERYC.

**2. APOLOGIES FOR ABSENCE**

Cllr. Steward - ill  
County Cllr. Greenwood – other commitment.

**3. DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE CODE OF CONDUCT****3.1. Declarations of Interest**

Cllr. Howard – item 20 – non pecuniary  
Cllr. Lewis – items 19, 20 – non pecuniary  
Cllr. Milner – item 20 – non pecuniary  
Cllr. Openshaw – item 20 – non pecuniary

**3.2. Dispensations – None**

The Chair moved to item **25 – ERYC Councillors.**

3.3. Cllr. Gateshill apologised on behalf of Pauline Greenwood, who had been unable to attend. He said that there were extensive flooding problems throughout the East Riding and asked to be copied in to any correspondence relating to that.

He was asked if Pauline had provided feedback relating to Newbald's request for a brown sign but she had not. It was agreed that he would follow this up with her.

*Cllr. Gateshill left the meeting.*

#### 4. APPROVAL OF MINUTES

**Resolved:** that the minutes of the meeting held on 2 December 2019 are signed as a correct record.

#### 5. FINANCE

##### 5.1. Annual Governance Statement – Statement 5

Members considered the statement, using the detailed advice provided by ERNLLCA.

**Resolved:** that NPC meets all the criteria and can legitimately respond 'yes' to this.

##### 5.2. Financial Report

The Clerk formally received a financial report up to the end of December 2020 (made available in advance to all Councillors). See Appendix 1.

##### 5.3. Payments to Authorise

**Resolved:** In accordance with financial regulations, the following payments were noted and/or approved. Clerk to arrange payment where appropriate.

Int. Payment	Yorkshire Wildlife Trust – Sober Grant Award	£3,950.00
Int. Payment	Newbald Village Hall – room hire for 2020	£222.00
Int. Payment	Clerk Salary	£1,198.91
Int. Payment	HMRC Tax & NI	£243.07
Int. Payment	East Riding Pension Fund	£386.73
Int. Payment	Lodge Landscapes – Christmas Tree Supply	£420.00
Int. Payment	Clerk expenses	£39.24
Pocket	Avast – PC Cleanup annual licence	£19.99
Int. Payment	Came & Company – PC Insurance	£465.86
Int. Payment	Came & Company – additional premium to cover streetlights and building in cemetery	£105.80
Pocket	Stargrange – monthly cost for email subscribers	£5.00
Int. Payment	Shed Grounds Maintenance – grass cutting	£436.06

#### 6. PLANNING

##### 6.1. Notices of Decision

6.1.1. **19/04104/TCA** – North Newbald Conservation Area – various tree felling and work – Mires Farmhouse, The Mires – **No objections raised.**

- 6.1.2. 19/04054/TCA** – North Newbald Conservation Area – crown reduction of 1 no. Yew tree (T1) by approximately 15% - **No objections raised.**

## **6.2. Planning Applications**

- 6.2.1. **19/04262/PLF** – Erection of first floor extension to side and single storey extension to rear – 21 Townside Road

**Resolved:** that NPC has no observations to make on this application.

- 6.2.2. **19/02418/PLF** – Erection of 4 dwellings and associated works following removal of existing buildings (AMENDED PLANS) – Land west and south west of Ivydene, Westgate

**Resolved:** that NPC has no further observations to make on this application but the comments made previously still apply.

- 6.2.3. **Approval of response to 19/04104/TCA** – North Newbald Conservation Area- various tree felling and work – Mires Farmhouse, The Mires (An extension until after the meeting was not possible so these comments were determined by email using the Clerk’s delegated authority).

**Resolved:** that NPC comments as follows: “Members of Newbald Parish Council are concerned about the number of trees that the applicant is asking to fell. Given how important trees are to the environment, as well as to the character and appearance of the conservation area, they feel that more detailed information about the trees’ impact on the garden, including photographs, should be provided and consultees given the opportunity to comment again.

If ERYC is minded to proceed without any extra information, NPC requests that consideration is given to only allowing a smaller number of worst impacting trees to be felled and, in line with normal policy, to impose a condition that a replacement tree is planted for each one that is felled”.

## **6.3. Planning Applications Received After Publication of the Agenda**

Two were received but the Clerk had been able to organise an extension until after the February meeting.

## **7. CCTV TO PROTECT THE CHURCH**

It was agreed that this matter should be discussed again once we have further information.

## **8. CHURCH ROOM DOORS**

The Chair said that she and a member of the Newbald Young People’s Project had examined the doors and that they were beyond restoring, they would need to be replaced like for like. A reputable local joiner had attended with a view to providing a quote. Newbald Young People’s Project intended to make an application to the Sober Hill Wind Farm Community Benefit Fund for funding to replace the doors and also the other entrance door.

It was agreed that the Clerk should make some enquiries as to who owns the doors, whether that be the York Diocese or the homeowners on either side.

## 9. SOBER HILL WIND FARM COMMUNITY BENEFIT FUND

Given that there was over £13,000 left in the Sober Hill Wind Farm Community Benefit Fund, it was:

**Resolved:** that the fund is re-opened with a deadline of March 23<sup>rd</sup> March, so that applications can be considered at NPC's April meeting.

## 10. HIGHWAY MATTERS

### 10.1. Safety of Newbald's Roads

Members felt that there had been some improvements recently. As Community Speedwatch was in the pipeline, they felt that was sufficient action for now.

### 10.2. Parking on the Green on South Newbald Road

Cllr. Dongray-Burke said that there had been complaints that the residents that live at Whale Bridge Park are parking on the green on South Newbald Road and also on the grass in the middle of the road.

**Resolved:** that the Clerk writes to the residents and asks if they could stop doing so.

### 10.3. Lobby to Reinstate the 30mph Signs on South Newbald Road

Although the request had already been refused by ERYC (on the basis that the lampposts make it clear that this is a 30mph zone), it was agreed that the Clerk should make the request again and include evidence that there were 30mph repeater signs in the past.

## 11. LEAKS AND FLOODING

### 11.1. Residents' Riparian Responsibilities

As considerable doubt had been expressed by some Eastgate residents about whether they do in fact have riparian responsibilities, it was agreed that no action should be taken at the moment. ERYC remains adamant that riparian responsibilities do exist and their legal team had some years ago created a report setting out its case in that regard, which it still stands by.

However, Members felt that it may be important to get some independent legal advice about this at some point, if a legal case being pursued by one of the residents does not go to court.

### 11.2. Water/Sewage Leaks

The Chair highlighted considerable flooding and sewage problems in the village, which included:

- i. Flooding at the corner of Townside Road/Eastgate (including the triangle of grass in the middle of the road)
- ii. A drains manhole cover leaking and a crack in the road on Townside
- iii. Many sewage leaks (including the Mires) and drains blocked as far back as Sancton.

Yorkshire Water representatives had attended to sort out the sewage and were horrified by the extent of the problem. This raised the question as to whether the sewage system in Newbald was fit for purpose and whether it would be able to cope with any extra properties being connected to it.

**Resolved:** that the Clerk seeks to organise a meeting of Members with Yorkshire Water and relevant officers from ERYC with a view to establishing the state of the system and a way forward to rectify any problems.

Cllr. Bushby said that sewage from Newbald goes as far as Ellerker Pumping Station. If anything goes wrong at the pumping station, problems arise in Newbald.

Cllr. Howard raised the issue of flooding on Eastgate. When there is heavy rain, the water flows from the surface of the road into the Beck. ERYC are not taking responsibility for this drainage, when in fact they should. The Clerk said that she would follow up on this with ERYC.

It was agreed that the problems of flooding and parking on the grass at the Mires would be raised in the next newsletter.

## **12. PROTECTING VILLAGERS FROM SCAMS**

See minute 1.3.

## **13. CONFIDENTIALITY ON SOCIAL MEDIA SITES**

Members expressed their concern that very personal details about one resident had been shared on the Nextdoor Newbald site. It is agreed that this matter should be addressed in the Newsletter, with readers being reminded of the data protection laws and asked not to share personal information on any social media site.

One Member volunteered to contact one of the admins for Nextdoor Newbald to see if any other action could be taken.

## **14. COMMUNITY SPEEDWATCH PROJECT**

The Chair and Cllr. Howard had met with the Community Speedwatch Coordinator and agreed zones on the following roads: Eastgate, Burgate, Townend Road, South Newbald Road and Westgate.

NPC now needed to find 6 volunteers. It was agreed that the Clerk would use the March 2020 newsletter to find them.

## **15. COMMUNITY RENEWABLE ENERGY SCHEME**

Cllr. Howard said that due to Cllr. Steward's ill health, they had not made much more progress with this but that they would report back at a later meeting.

**16. PROMOTION OF BUSINESS ON/IN COUNCIL PROPERTY/SERVICES AND SPACES**

The Clerk asked for clarification as to what signs would be allowed on The Green and what notices in the noticeboard.

It was agreed that no businesses could put signs on The Green or other common land, nor could they put signs in the noticeboard.

Businesses could be included on the website in the designated area.

**17. REQUEST FOR CHURCH SIGN**

See minute 3.3

**18. PLANTING OF TREES ON THE MIRES**

The Clerk asked who might be available to attend a meeting with her and Lodge Landscapes to determine the best places to plant the Common Alders.

It was agreed that Cllr. O'Sullivan and Cllr. Smith would go with her.

**19. NPFA**

As Cllr. Lewis had already left the meeting, this item was deferred.

**20. VILLAGE HALL**

Cllr. Milner said that the planning application for Phase 3 had been submitted to ERYC.

On 25<sup>th</sup> January, the Village Hall was going to hold a 'topping out' event from 2-4pm and everyone was welcome to attend to see what the committee had achieved with the building work and also what the future plans are.

**21. NYPP**

Cllr. Stewart said that she had no further news beyond the Church Rooms' doors, which had already been discussed.

**22. COMMUNITY BUS**

Cllr. Howard said that he felt that this project was now dead in the water. There was still a significant amount of money left and Beverley Community Lift (BCL) suggested they could use that for other projects. Cllr Howard had asked instead that it be returned to NPC but BCL questioned whether their contract obliged them to do that.

It was agreed that the Sober Hill Wind Farm Community Benefit Fund relating to the grant is forwarded to Cllr. Howard so that he could take up the matter with BCL.

## 23. COMMUNITY SUPERFAST BROADBAND SOLUTION

The Clerk said that she was waiting for BT to provide an estimated cost for connecting the remaining properties to their superfast broadband. She said we should receive it soon.

## 24. POWER CUTS AND MOBILE PHONE USE IN NEWBALD

This matter had now been referred to BT as they were responsible for the infrastructure. The Clerk was confident that, with the help of ERYC, she had now identified the right person at BT to pursue this, but that it would take a bit more time.

## 25. ERYC COUNCILLORS - See minute 3.3.

## 26. INFORMATION EXCHANGE

Cllr. Stewart asked whether NPC could do more to raise awareness of the bus services in the village, in particular amongst more elderly people who could particularly benefit from them. She suggested that large format prints of the timetables on noticeboards and in the newsletter would be useful.

The Clerk said she would arrange this. It was also agreed that in future some printed newsletters should be put in the Church, as well as the Village Hall.

The Chair said the members of the WI had stated that the lighting outside the Village Hall was not adequate. Cllr. Openshaw confirmed that this was already being addressed.

Cllr. Bushby said that both number plates had been stolen from a car in the village recently.

Members raised the problem of the verge outside the school being in a bad state of repair. Cllr. Smith said that parents had been asked to be more careful when dropping off and collecting their children.

## 27. CORRESPONDENCE

27.1. **Village Taskforce** – request to complete a survey about the service provided. Cllr. O’Sullivan volunteered to complete this.

27.2. **Opportunity to Meet the Police & Crime Commissioner** – noted.

**Meeting finished at 9.30pm**



Date 08/01/2020

Newbald Parish Council Current Year

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Council Detail Report 31/12/2019

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>RECEIPTS</b>						
<b>Income</b>						
Precept	47,692	47,692	0			100.0%
Bank Interest Received	27	0	(27)			0.0%
Cemetery Income	701	0	(701)			0.0%
<b>Subtotal</b>	<b>48,420</b>	<b>47,692</b>	<b>(727)</b>	<b>0</b>	<b>0</b>	<b>101.5%</b>
<b>Sober Hill Wind Farm</b>						
Sober Hill Wind Farm Income	26,752	0	(26,752)			0.0%
<b>Subtotal</b>	<b>26,752</b>	<b>0</b>	<b>(26,752)</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>VAT Data</b>						
VAT on Receipts	1,996	0	(1,996)			0.0%
<b>Subtotal</b>	<b>1,996</b>	<b>0</b>	<b>(1,996)</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>TOTAL RECEIPTS</b>	<b>77,167</b>	<b>47,692</b>	<b>(29,475)</b>	<b>0</b>	<b>0</b>	<b>161.8%</b>

**PAYMENTS****Sober Hill Wind Farm**

Wind Farm Grant - Other	5,860	0	(5,860)		(5,860)	0.0%
Bank Charges	54	72	18		18	75.0%
<b>Subtotal</b>	<b>5,914</b>	<b>72</b>	<b>(5,842)</b>	<b>0</b>	<b>(5,842)</b>	<b>8213.9%</b>

**Administration**

Insurance	466	350	(116)		(116)	133.1%
Clerk	10,791	14,723	3,932		3,932	73.3%
HMRC Tax/NI	2,187	3,095	908		908	70.7%
Pension Cost	3,481	5,130	1,649		1,649	67.9%
Administration Expenses	0	50	50		50	0.0%
Training Expenses	80	200	120		120	40.0%
Staff Expenses	117	200	83		83	58.5%
Mileage Costs	23	50	27		27	46.8%
Broadband/Telephone	123	206	83		83	59.5%
IT & Software	407	300	(107)		(107)	135.8%
Defibrillator Costs	190	150	(40)		(40)	126.7%
Dog waste costs	75	200	125		125	37.5%
Community Engagement Fees	135	100	(35)		(35)	134.7%
Audit Fees	575	605	30		30	95.1%
Room Hire	150	250	100		100	60.0%
Newsletter & Associated Costs	160	398	238		238	40.1%
Postage & Stationery	23	100	77		77	23.1%
SLCC/ERNLLCA	687	683	(4)		(4)	100.5%
Grants and Donations	5,779	5,000	(779)		(779)	115.6%
Contingency Fund	0	3,000	3,000		3,000	0.0%
Bank Charges	60	77	17		17	77.8%
<b>Subtotal</b>	<b>25,507</b>	<b>34,866</b>	<b>9,358</b>	<b>0</b>	<b>9,358</b>	<b>73.2%</b>

**Council Activity**

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Date 08/01/2020

Newbald Parish Council Current Year

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Time 17:15

Council Detail Report 31/12/2019

	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
Christmas Tree & Lights	350	412	62		62	85.0%
Maintenance	699	796	97		97	87.9%
Clock	0	160	160		160	0.0%
Street Lighting	1,366	2,080	714		714	65.7%
Capital Acquisitions	993	2,000	1,007		1,007	49.7%
<b>Subtotal</b>	<b>3,408</b>	<b>5,447</b>	<b>2,039</b>	<b>0</b>	<b>2,039</b>	<b>62.6%</b>
<b>Cemetery</b>						
Council tax/Utilities	177	212	35		35	83.4%
Maintenance	5,209	1,500	(3,709)		(3,709)	347.3%
Cemetery Development	0	500	500		500	0.0%
Grass Cutting	1,635	2,300	665		665	71.1%
<b>Subtotal</b>	<b>7,021</b>	<b>4,512</b>	<b>(2,509)</b>	<b>0</b>	<b>(2,509)</b>	<b>155.6%</b>
<b>Churchyard</b>						
Maintenance	200	500	300		300	40.0%
Grass Cutting	1,635	2,300	665		665	71.1%
<b>Subtotal</b>	<b>1,835</b>	<b>2,800</b>	<b>965</b>	<b>0</b>	<b>965</b>	<b>65.5%</b>
<b>VAT Data</b>						
VAT on Payments	2,528	0	(2,528)		(2,528)	0.0%
<b>Subtotal</b>	<b>2,528</b>	<b>0</b>	<b>(2,528)</b>	<b>0</b>	<b>(2,528)</b>	<b>0.0%</b>
<b>TOTAL PAYMENTS</b>	<b>46,214</b>	<b>47,697</b>	<b>1,483</b>	<b>0</b>	<b>1,483</b>	<b>96.9%</b>
<b>Total Receipts</b>	77,167	47,692	(29,475)			161.8%
<b>Total Payments</b>	46,214	47,697	1,483	0	1,483	96.9%
<b>Net Receipts over Payments</b>	<b>30,953</b>	<b>(5)</b>	<b>(30,958)</b>			
plus Transfer from EMR	0					
less Transfer to EMR	11					
<b>Movement to/(from) Gen Reserve</b>	<b>30,942</b>	<b>(5)</b>	<b>(30,947)</b>			

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**Newbald Parish Council Current Year**
**Bank - Cash and Investment Reconciliation as at 31 December 2019**


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**Confirmed Bank & Investment Balances**
Bank Statement Balances

31/12/2019	Current Bank Account	42,443.17
31/03/2018	HSBC Current Account	0.00
31/03/2018	HSBC Deposit Account	0.00
31/12/2019	Wind Farm Current Account	4.34
31/12/2019	Wind Farm Deposit Account	29,509.00
31/12/2019	Pockit Card	78.02

**72,034.53**
Receipts not on Bank Statement
**0.00**
**Closing Balance**


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**72,034.53**


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All Cash & Bank Accounts

1	NPC Unity Current Bank A/c	42,443.17
2	NPC HSBC Current A/c	0.00
3	NPC HSBC Deposit A/c	0.00
4	Wind Farm Current A/c	4.34
5	Wind Farm Deposit A/c	29,509.00
6	Pockit Card	78.02
	Other Cash & Bank Balances	0.00
	<b>Total Cash &amp; Bank Balances</b>	<hr/> <b>72,034.53</b> <hr/>