

NEWBALD PARISH COUNCIL

MINUTES OF THE MEETING OF NEWBALD PARISH COUNCIL HELD ON 6 JUNE 2022 AT 7.30PM AT NEWBALD VILLAGE HALL

Present: Councillors B. O'Sullivan (Chair), D. Stewart (Vice Chair), D. Blamires, M. Bushby, G. Lewis, J. Marshall, J. Platt

In attendance: Suzanne Smith (Clerk to the Council), County Cllr. B. Gateshill

1. PUBLIC FORUM

The Chair informed members of the death of County Cllr. Pauline Greenwood. Members were very shocked and saddened. It was agreed that the Clerk would write to ERYC to express members' condolences.

2. APOLOGIES

Cllr. J. Howard – ill

Cllr. E. Openshaw - ill

Cllr. B. Smith – prior commitment

Cllr. S. Wright – away

3. DECLARATIONS OF INTEREST

3.1. Declarations of Interest

Cllr. Blamires – item 13 – non pecuniary

Cllr. Lewis – item 22 – non pecuniary

Cllr. Marshall – item 17 – non pecuniary

3.2. Dispensations – none.

4. APPROVAL OF MINUTES

Resolved: that the minutes of the meeting held on 9 May 2022 are signed as a correct record.

5. FINANCE

5.1. Internal Financial Controls

Resolved: that having reviewed them throughout the year, that NPC can confirm the effectiveness of NPC's internal financial controls.

5.2. Internal Auditor's Report

Resolved: that Members of NPC have received the Internal Auditor's report for the 2021-22 financial year. No matters were raised by the auditor.

5.3. Governance Statement 2020-2021

Having kept the Governance Statement and financial controls continually under review, it was:

Resolved: that Newbald Parish Council states yes to all assertions that form part of the Annual Governance Statement 2021/22 and that this is duly approved and signed for submission to external audit.

5.4. 2021-22 Accounting Statements and Supporting Documents

The Clerk tabled the bank reconciliation, variances, and the ‘Notice of Public Rights And Publication Of Unaudited Annual Governance & Accountability Return’ (set for 13 June to 22 July).

Resolved: that the supporting documents are approved for submission for external audit.

5.5. Approval of Annual Return 2021-22

The Clerk tabled the Annual Return, which had already been signed by the Responsible Financial Officer and checked by the Internal Auditor.

Resolved:

- i. that the Annual Return is approved.
- ii. the Accounting Statements and Annual Return for 2021-22 are signed by the Chairman and submitted for external audit.

5.6. Appointment of Internal Auditor for 2022-23

The Clerk said that our normal internal auditor had now retired. His recommended replacement did not have any availability. The clerk said that she would continue to seek an auditor to replace the current one.

5.7. Approval of Payments

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

<u>Date</u>	<u>Payee</u>	<u>Purpose</u>	<u>Amount</u>
11-May-22	Pockit-Running Imp	JUBILEE COINS	-£54.71
13-May-22	Pockit - Microsoft	MS EXCHANGE SUBSCRIPTION	-£3.60
13-May-22	Pockit - Microsoft	MS OFFICE SUBSCRIPTION	-£11.28
29-May-22	Pockit - Stargrange	EMAIL SUBSCRIPTION SERVICE	-£5.00
31-May-22	B/P to: Hannah Thurlow-Mos	NEWSLETTER DELIVER	-£15.00
31-May-22	B/P to: Lily Thurlow-Rai	NEWSLETTER DELIVER	-£15.00
31-May-22	B/P to: Suzanne Smith	POCKIT CARD TOP UP	-£100.00
31-May-22	B/P to: Miss S F Smith	CLERK EXPENSES	-£109.32
31-May-22	B/P to: East Riding Pensio	Y51317	-£367.99
31-May-22	B/P to: HMRC Cumbernauld	391PF00184352	-£258.38
31-May-22	B/P to: Miss S F Smith	CLERK SALARY	-£1,193.46
31-May-22	B/P to: Shed Ground Mainte	INV. 22658	-£462.60
31-May-22	B/P to: ERNLLCA	INVOICE 585	-£573.93
06-Jun-22	Pockit - Bradford Exchange	PLATINUM JUBILEE COIN	-£13.94
06-Jun-22	B/P to: Shed Ground Mainte	GRASS CUTTING	-£462.60
06-Jun-22	B/P to: AJACS	INTERNAL AUDIT FEE	-£331.60
06-Jun-22	B/P to: Mambo Jambo	BAND AT JUBILEE EVENT	-£340.00

6. PLANNING

6.1. Notices of Decision

The following decisions were noted:

22/00940/PLF - Erection of a single storey extension to side/rear following demolition of existing conservatory - 31 Church Mount - – **planning permission granted.**

6.2. Planning Applications

6.2.1. 22/01676/TCA – Remove 1 pine tree – Mires Farmhouse, The Mires

Members felt that they did not have enough information to decide on this planning application. The Clerk said she would find out why the applicant wished to remove the tree.

6.2.2. 22/01701/PLF - Erection of a single storey wrap around extension with associated works, construction of dormer window and installation of access ramp and parking provision

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

6.2.3. 22/01475/VAR – Variation of Condition 16 (approved plans) of planning permission 21/02436/PLF (Erection of a replacement dwelling with external and internal alterations to existing outbuilding, alterations to increase width of access and partial change of use of paddock to domestic garden).

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

6.3. 20/001149/PLF – Erection of 2 livestock buildings for pigs – Cliffe Road.

No matters were raised in relation to this.

6.4. Development of Hall Farm (Planning Application 20/03469/PLF)

The Chair said she had received a couple of complaints about construction work with heavy and noisy machinery being carried out on the bank holiday Thursday. On approaching the developer about this, that particular work was stopped, but the builders continued to use nail guns.

County Cllr. Bernard Gateshill arrived at the meeting.

The Chair moved to item 26 – ERYC – Councillors.

6.5. ERYC Councillors

The Chair raised the meeting that she and the Clerk had had earlier in the day with an ERYC representative from the Highways department. They had discussed possible traffic calming measures. ERYC councillors had been invited but had understandably not come due to the death of Pauline Greenwood.

The ERYC representative was going to provide a report with recommended measures, which included paving at the entrance and exit of the road across the green, a possible one-way system on Ratten Row and road markings on Burgate to give priority to cars travelling uphill out of the village.

Cllr. Gateshill left the meeting.

The Chair moved to item 7.

7. SEWAGE LEAKS AND FLOODING

7.1. Current Leaks and flooding

No matters were raised in relation to this.

7.2. West Wolds Slow the Flow

WWSTF was currently progressing building relationships with landowners with a view to garnering their support for the work that would need to take place on their land to slow the flow of the beck.

8. SAFETY INSPECTIONS OF THE CHURCHYARD, CEMETERY, MIRES AND THE GREEN

Members considered the health and safety reports that had been carried out by the Chair and Cllr. Blamires.

The issues that came out of these were as follows:

1. The state of the paths in the churchyard – The main one, which was also the one in the worst condition, would be resurfaced by way of an application to the Sober Hill Wind Farm Community Benefit Fund by the Parochial Church Council.
2. The Centenary Bench on the Green – This had already been repaired by Wainman Builders for free.
3. The state of the litter bins around the village – The Clerk said she would ascertain if ERYC would carry out this work or if it would be something NPC will have to pay for.

9. CEMETERY REGULATIONS

Members discussed a memorial for a young child, which had been installed in 2011. The paving stones which the headstone and kerbstones had been built on were did not meet NAMM standards, meaning that the memorial would deteriorate and potentially become unsafe over time.

The Clerk said that, while NPC's cemetery regulations had always stated that memorials must meet NAMM standards, it was very difficult to verify this as the council did not have the training necessary to know how to recognise that standards had been met.

Resolved:

- i. That NPC looks to get the remedial work done, starting out with getting a quote from Everingham's.
- ii. that from now on only memorial masons who are professional members of the National Association of Memorial Masons are allowed to carry out work in Newbald Cemetery.

10. TRAFFIC CALMING MEASURES AND TACKLING EXCESSIVE PARKING

10.1. Feedback from Meeting with ERYC Official

This had been discussed earlier in the meeting at item 6.5. Members agreed that it would be best to wait for the report from ERYC before making any further decisions.

10.2. Email from Resident on Townside Road

Members considered the email received.

Resolved:

- i. That ERYC should be asked to provide signage warning drivers that there are blind bends on the road.

- ii. that google maps should be updated to show that this road is a single lane road.

11. NPFA APPLICATION TO SOBER HILL WIND FARM COMMUNITY BENEFIT FUND

Members considered a request from NPFA to release the grant money associated with the drainage and services for the new pavilion, rather than earmarking it for 2 years. NPFA stated that, even if the pavilion did not go ahead (and they fully believed it would), the services would be used to provide a proper toilet block on the playing field.

Resolved: that the money is released (*Cllr. Platt abstained*).

12. QUEEN'S PLATINUM JUBILEE CELEBRATIONS

The Chair thanked Members for their help with the events that had taken place over the Jubilee weekend. Despite the bad weather, there had been a good turnout for the Platinum Jubilee Musical Picnic Party.

The Clerk said that she would send thank you messages to those involved.

Cllr. Blamires raised a couple of learning points that had come out of the event. He felt that it would have been beneficial to have a WhatsApp group for organisers. Members agreed. He also said that he felt that the backup plan to hold the event at the Village Hall had not been fleshed out enough.

The Chair said that the decision to hold the event at the Village Hall would have had to have been taken on the Thursday prior to the event, and it was felt that was too far ahead, when the weather forecast was very changeable. However, it was agreed that next time, more thought needed to be given to potential severe weather.

13. POTENTIAL REMOVAL OF THE DIAGONAL ROAD ACROSS THE VILLAGE GREEN

The Clerk reported that there had been 56 responses to the consultation, with 36 in favour, 19 against and 1 unsure.

Members agreed it was best to wait for the ERYC report before making any further decisions, as discussed at minute 6.5.

14. CLEARING THE MIRES AND THE BECK

The Clerk said that she, the Chair and Cllr. Marshall had that day met with Jon Traill from Yorkshire Wildlife Trust to discuss the clearance of the beck on The Mires.

While Jon Traill liked the beck as it is currently, because it provided the best habitats, he recognised the need to keep the beck clear to ensure that it does not contribute to flooding problems.

He had said he would bring forward the clearance work to within the next month. This could then be reviewed later in the year to see if further clearance was necessary.

He advised that grass could be cut up to 1 foot away from the edges of the beck, providing the banks were not disturbed.

Resolved: that the Clerk should circulate a letter to all residents adjacent to the beck to reiterate their riparian responsibilities and stress that they should leave banks undisturbed and only trim up to 1 ft away from the edge.

15. RELATIONSHIP BETWEEN ERYC AND PARISH/TOWN COUNCILS

15.1. The Clerk said that she had written to other councils and told them that NPC no longer intended to send the full letter of complaint, but that it would raise the issues with ERYC and use the evidence of support to further its objectives. She said that those councils that had replied were supportive of this idea. She stated that she had not yet had time to approach ERYC with a revised letter.

15.2. Members discussed the upcoming Town and Parish Council Planning Liaison Meetings. The Chair, Cllr. Blamires and Cllr. Marshall expressed interest in attending the meeting on 22 June.

16. EMERGENCY PLAN

The Chair said she had not yet had time to complete this document.

17. WELLBEING SPACE AT THE PRATTWOOD

Cllr. Marshall said that changes had been made to the governing document at the Charity commission to reflect the proposed wellbeing space. It would take 30 days for those to be approved.

18. NEIGHBOURHOOD PLAN

The Clerk reported that the neighbouring councils that had responded so far did not want to join with NPC to do a joint neighbourhood plan.

Cllr. Lewis said he would look into obtaining a template for a neighbourhood plan to see if it was something NPC felt they could/wanted to do.

19. PLANTING AT CO-OP CORNER

Members considered whether further planting at Co-op corner would be appropriate.

It was noted that ERYC was going to do some clearance work at the back of the area to improve how it looks.

Resolved: that the Clerk should look into obtaining 3 new trees for the site. She could ask Lodge Landscapes to supply them at the same time as addressing the trees on Trundlegate, which have sadly died.

20. SIGNAGE AND SEAT AT THE ENTRANCE OF THE VILLAGE

The directional signs on the A1034 at the junction with Westgate were in a bad state of repair. The Clerk said that she would ask ERYC to take care of this.

Members also considered whether to use the Sober Hill Wind Farm Community Benefit Fund to improve the look of the Newbald signs at the entrance to the village.

It was agreed that this should be explored further at future meetings. A representation of a water vole may be appropriate. Additionally, the Needlers, who had offered to sponsor something in the village, could be approached.

The Clerk said she would gather some more ideas and information before the next meeting.

21. ERYC GRASS CUTTING IN THE VILLAGE

The Clerk said she had put this on the agenda as some concerns had been raised. It was agreed that ERYC's performance would be monitored over the coming months to see if it was satisfactory.

22. FUTURE PLANS FOR THE CEMETERY

Time being short, this item was deferred.

23. NPFA

No matters were raised at this time. The gala was due to take place next month.

22. VILLAGE HALL

The Village Hall had lined out the car park. Therefore, it requested that this be paid for by the Sober Hill Wind Farm Community Benefit Fund, as agreed at minute 8.2, 7 Jan 2022.

However, the amount of £815 included an amount for signage to direct people to the Village Hall for parking. It was agreed that the best sort of signs would be similar in style to the dog poo signs. The Clerk said she would find the details of the printing that she had organised and let Cllr. Lewis know.

Jenni Howard had decided not to stand as the Chair of the Village Hall Association at the Annual Meeting in October. However, she would remain as a trustee.

Cllr. Lewis said that the Village Hall had a free theatre event this coming Friday, which the committee hoped would be well attended.

23. NYPP

Cllr. Stewart said that the NYPP continued to be busy. They had a stall at the forthcoming gala and a wine night planned.

24. ERYC COUNCILLORS

All matters had been discussed earlier in the meeting.

25. INFORMATION EXCHANGE

25.1. The Clerk said that she was regretfully handing in her notice. She would be sad to leave Newbald Parish Council but had found a job closer to home. As this was not an agenda item, she would use an urgent decision procedure to start the recruitment process for a replacement.

Members agreed that they would prefer someone with experience. The council is highly active and wishes to remain that way.

26. CORRESPONDENCE

26.1. Yorkshire Wolds Cycle Challenge 2nd & 3rd July 2022 – event passing through Newbald – noted.

26.2. Email about street naming – noted.

Meeting closed at 9.30pm