

# NEWBALD PARISH COUNCIL

## MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD AT THE VILLAGE SCHOOL HALL ON 12 MAY 2014 AT 7.15PM

**Present:** Councillors C. Waite (Chairman), G. Steward (Vice Chairman), J. Barrett, D. Hart, J. Howard, E. Huntington, B. O'Sullivan, B. Smith, P. Weatherstone

**In attendance:** Suzanne Smith (Clerk to the Council), ERYC County Councillor Pollard, Meryl Bainbridge, Bill Richardson

**Finished:** 9.30pm

<b>1</b>	<b>ELECTION OF OFFICERS</b>		
	1	Chairman	Cllr Waite
	2	Vice Chairman	Cllr Steward
	3	Prattwood	Cllrs Barrett, Steward
	4i	William Gills	Cllr O'Sullivan, Huntington
	4ii	Charles Stather	Cllr O'Sullivan, Huntington
	6	Newbald Playing Field Association	Cllr O'Sullivan
	7	Footpath Wardens	Cllrs Joshi, Smith
	8	Newbald Village Hall Management Committee	Cllr Weatherstone
	9	Becksies Management Committee	Cllr Waite, Huntington
<b>2</b>	<b>APOLOGIES</b>		
	Cllr. Joshi – family commitments		
<b>3</b>	<b>DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE CODE OF CONDUCT</b>		
	The Clerk – item 12.3 – pecuniary Cllr. O'Sullivan – Item 14 – non pecuniary		
<b>4</b>	<b>COOPTION OF NEW MEMBERS</b>		
	Although two potential candidates were there to observe, the Council was not currently in the position to co-opt as potentially an interview process would need to be carried out to decide between the two candidates.		
<b>5</b>	<b>PUBLIC FORUM</b>		
	None		
<b>6</b>	<b>ANNUAL PARISH MEETING</b>		
	No matters had been raised		

	<p><i>The Chairman moved to item 21 on the agenda – ERYC County Councillors</i></p> <p>NPC asked Cllr. Pollard to thank ERYC officers for their handling of the planning application to replace the former Officers' Mess, which was refused.</p> <p>NPC asked Cllr. Pollard to chase up the discussions they had been having with various ERYC officers.</p> <p><i>The Chair moved back to item 7 on the agenda.</i></p>	
7	<p><b>APPROVAL AND ADOPTION OF MINUTES OF MEETINGS OF NEWBALD PARISH COUNCIL AND ITS COMMITTEES</b></p> <p><b><i>Resolved:</i></b> that the minutes of the meeting of Newbald Parish Council held on 7 April 2014 be approved and signed as a correct record.</p> <p><b><i>Resolved:</i></b> that the minutes of the meeting of the Finance &amp; Compliance Committee held on 14<sup>th</sup> April 2014 be approved and adopted by the Council.</p> <p><b><i>Resolved:</i></b> that the minutes of the meeting of the Planning &amp; Highways Committee held on 14<sup>th</sup> April 2014 be approved and adopted by the Council.</p>	
8	<p><b>REVIEW OF INVENTORY OF LAND AND ASSETS</b></p> <p>The Clerk tabled the current inventory (updated for 2014).</p> <p><b><i>Resolved:</i></b> that the Council is happy with the inventory as detailed by the Clerk and this should be included with the Annual Return</p>	
9	<p><b>REVIEW OF THE STRUCTURE OF THE COUNCIL</b></p> <p><b><i>Resolved:</i></b> that the Council continues with structure as it is and that this is reviewed again in one year's time. This includes keeping the same committees, working parties, delegation arrangements and terms of reference for each committee and working party.</p>	
10	<p><b>MEMBERSHIP OF COMMITTEES AND WORKING PARTIES</b></p> <p><b>10.1 Finance and Compliance Standing Executive Committee</b></p> <p><b><i>Resolved:</i></b> that the Members should remain the same – Cllrs. Chris Waite, Gavin Steward, Beccy O'Sullivan &amp; Paul Weatherstone</p> <p><b>10.2 Planning &amp; Highways Standing Executive Committee</b></p> <p><b><i>Resolved:</i></b> that the Members should remain the same – Cllrs. Chris Waite, Gavin Steward, John Barrett, John Howard, Elsie Huntington, Paul Weatherstone</p> <p><b>10.3 Community Development Working Party</b></p> <p><b><i>Resolved:</i></b> that the Members should remain the same – Cllrs. John Barrett, John Howard &amp; Derek Hart.</p>	

10.4	<p><b>Community Support Working Party</b></p> <p><i>Resolved:</i> that the Members should remain the same – Cllrs. Mamta Joshi, Beccy O’Sullivan, Beverley Smith</p>	
11	<p><b>REVIEW OF WORK WITH EXTERNAL BODIES</b></p> <p><b>11.1 Charity Reports</b></p> <p><b>11.1.1 <u>Prattwood</u></b></p> <p>Cllr. Barrett summarised the function and current position of The Prattwood. The Prattwood charity was set up just over 100 years ago to help the school. The source of the income is rental from a field accessed from The Mires (2.2 acres). The annual income is £172 a year approximately. The bank account currently stands at £282.40. Money should already have been paid out by the Charity but, because Yorkshire Bank was slow in amending the signatories on the account, this has been delayed. However money will be given to the school shortly.</p> <p><b>11.1.2 <u>William Gills/Charles Stather</u></b></p> <p>Cllrs Huntington and O’Sullivan reported that there is so little money available that, rather than spending money now, they are waiting until there is sufficient money to earn some interest. They are still considering formally merging Gills and Stather.</p> <p>The charity was set up to provide money for the elderly to buy essentials.</p> <p><b>11.2 <b>Newbald Village Hall Management Committee (VHMC) Report</b></b></p> <p>Cllr. Weatherstone reported that two issues have dominated, namely NPC’s support for the VHMC’s plans for development of the Hall and NPC’s desire to hold some meetings at the Village Hall. He remarked that there is a general desire on the VHMC to improve relations with NPC and we have gone some way towards that this last year.</p> <p><b>11.3 <b>Becksies Management Committee Report</b></b></p> <p>See minutes of Annual Parish Meeting</p> <p><b>11.4 <b>Newbald Playing Field Association (NPFA)</b></b></p> <p>Cllr. O’Sullivan said that NPFA had made a successful wind farm grant application and was in addition able to get a charitable loan. This has allowed them to repair and replace some of the equipment, as well as buy some new small pieces. The football pitch, nets and changing rooms have been refurbished and some work done on the grass. A plan is in place to build a storage area between the changing rooms. NPFA now employ someone on an ad hoc basis to cut the grass near the new trees. The Gala made £3,500 last year and the recent Race Night raised about £500.</p> <p><b>11.5 <b>Sancton Hill Community Benefit Fund Committee Report</b></b></p> <p>Cllr. Steward reported that 70% of the available community funds from the wind farm scheme had this last year come to Newbald, with the Church Rooms, Short Mat Bowling Club, Playing Field Association, Village Hall and the Primary School all</p>	

11.6	<p>benefiting.</p> <p>There is a meeting on 19<sup>th</sup> May 2014 at the Chapel in Sancton to review all last year's payments. Next applications open on the 19 May; the closing date is 30 September. The panel will make its decisions on 14 October 2014.</p> <p><b>Sober Hill Community Benefit Fund Committee Report</b></p> <p>Cllr. Steward said that the Sober Hill Wind Farm went on-line about July 2013. ERYC officer Karen Wood is now chasing up with the developers to encourage them to honour their commitment to contribute £25,000 to the community benefit fund.</p>																									
12	<p><b>FINANCE</b></p>																									
12.1	<p><b>Internal Auditor's Report and Annual Return 2013-14</b></p> <p>The Clerk tabled a copy of the Internal Auditor's report for the financial year 2013-14. She talked through the minor issues that had been raised, how she had rectified them, and said that the internal auditor had concluded in the report that the accounts continued to be well maintained.</p> <p><i>Resolved:</i> that NPC has received and noted the content of the internal auditor's report and approves the 2013-14 Annual Report and Annual Governance for submission for external audit.</p>																									
12.2	<p><b>Appointment of Internal Auditor for the year 2014-2015</b></p> <p><i>Resolved:</i> that Alan Johnson be appointed for the year 2014 to 2015</p>																									
12.3	<p><b>Increment in Clerk's Pay</b></p> <p>The Clerk informed Council that her pay had increased slightly in line with her contract and the SCP pay scales.</p> <p><i>Resolved:</i> that NPC approves the Clerk's annual increment pay rise.</p>																									
12.4	<p><b>The Following Payments were Approved:</b></p> <p>Clerk to arrange payment</p> <table data-bbox="491 1563 1182 1816"> <tr> <td>101868</td> <td>Yorkshire Water</td> <td>£24.82</td> </tr> <tr> <td>101869</td> <td>Clerk Salary</td> <td>£1038.25</td> </tr> <tr> <td>101870</td> <td>HMRC Tax and NI</td> <td>£195.36</td> </tr> <tr> <td>101872</td> <td>HAPS – Playing Field Maintenance</td> <td>£65.00</td> </tr> <tr> <td>101873</td> <td>Clerk Expenses</td> <td>£78.40</td> </tr> <tr> <td>101874</td> <td>Alan Johnson – Internal Audit</td> <td>£276.60</td> </tr> <tr> <td>101875</td> <td>Dispatch Pest Control</td> <td>£100.00</td> </tr> <tr> <td>101876</td> <td>N D Reed</td> <td>£870.00</td> </tr> </table>	101868	Yorkshire Water	£24.82	101869	Clerk Salary	£1038.25	101870	HMRC Tax and NI	£195.36	101872	HAPS – Playing Field Maintenance	£65.00	101873	Clerk Expenses	£78.40	101874	Alan Johnson – Internal Audit	£276.60	101875	Dispatch Pest Control	£100.00	101876	N D Reed	£870.00	
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<p><b>13</b></p> <p><b>13.1</b></p> <p><b>13.2</b></p>	<p><b>NEWSLETTER AND ANNUAL REPORT</b></p> <p><b>June 2014 Newsletter and 2013-14 Annual Report</b></p> <p><i>Resolved:</i> that the Clerk be given delegated authority, in consultation with the Chairman, to produce, finalise and distribute the June 2014 newsletter.</p> <p><b>Distribution of Annual Report</b></p> <p><i>Resolved:</i> that the Annual Report is published on the website and highlighted in the June 2014 newsletter, with the option provided for parishioners to request a printed version.</p>	
<p><b>14</b></p>	<p><b>PLAYING FIELD</b></p> <p>The Clerk said that she had not heard anything back from ERYC about the ongoing discussions and so this item was deferred.</p>	
<p><b>15</b></p>	<p><b>PROPOSED SHOP AT THE TIGER INN</b></p> <p>Cllr. Howard reported that a very positive meeting had been held at The Tiger regarding the possibility of converting one of the outbuildings to form a community shop and tea rooms.</p> <p>The Manager from the Brewery Punch Taverns was very keen on this proposal; he said that a survey demonstrating village support for the project would be very beneficial and asked whether NPC could possibly complete this in a short time frame.</p> <p>Cllr. Howard observed that quite a high level of community support would be required to make this work, so the survey would need to also gauge how many community members would be prepared to do some voluntary work.</p> <p>Punch Taverns may be able to provide the capital spend for the venture. The Pub is the Hub could fund some furnishings, especially in the café area.</p> <p>Locally sourced products and produce could be sold there, including food cooked by local people, albeit in a supervised environment at The Tiger.</p> <p>Potentially, the community aspect could be an initial component, which could be phased out when the project became self-sufficient.</p> <p><i>Resolved:</i></p> <ol style="list-style-type: none"> <li>i. that the council supports the project in principle</li> <li>ii. that a survey gauging interest and support in the project will be distributed to all houses as soon as possible and that Members will knock on the doors to get responses.</li> <li>iii. that delegated authority is given to the Clerk to finalise and print the document, which will be created by the Chairman and Members of the Community Development Working Party.</li> <li>iv. that the structure of the project is discussed at future meetings.</li> </ol>	

16	<p><b>CENTENARY BENCH</b></p> <p>Cllr. Steward said that he had not yet had opportunity to speak to John Danby so it was agreed to put this on the agenda of the Finance &amp; Compliance Committee.</p>	
17	<p><b>PROPOSED CEMETERY EXTENSION AND ALLOTMENT PROVISION</b></p> <p>Members of the Community Development working party said that they had done a site visit at the back of the Village Hall. There are some advantages, but one of the concerns is the access to it.</p> <p>Yorkshire water can do a site survey and would be able to give NPC an estimate of the costs to supply water, however they will only do this once a formal application has been made.</p> <p>The Village Hall Committee would need to be consulted on any plans regarding proposed new allotments.</p> <p>It was agreed that the written feasibility study would be presented to Council at the meeting at the beginning of July if at all possible.</p>	
18	<p><b>MEETING FACILITIES FOR NPC</b></p> <p>The Clerk said that she had not yet heard back from the Village Hall Management Committee, so this item was deferred.</p>	
19	<p><b>ASSETS OF COMMUNITY VALUE</b></p> <p>The Clerk said that The Tiger Inn was the first pub to be awarded the status of Asset of Community Value within the East Riding of Yorkshire. She said she now planned to make an application for the Gnu to have a similar status.</p>	
20	<p><b>PROGRESS REPORTS</b></p> <p><b>20.1 Community Support Working Party (CSWP)</b></p> <p>Cllr. O’Sullivan detailed the plans for Dog Day. These included the following :</p> <ul style="list-style-type: none"> <li>• Hull Animal Welfare Trust will do the tombola</li> <li>• Playscape will provide play equipment on the Village Green</li> <li>• Church Rooms will do the refreshments</li> <li>• CSWP are trying to arrange for police dogs to be there</li> <li>• Visitors will be provided with free goody bags</li> </ul> <p><b>Resolved :</b> that NPC approves of the above and gives the Clerk delegated authority to finalise any plans and approve any necessary expenses incurred.</p> <p>Cllr. O’Sullivan said that plans for the next First Aid training had been put on hold, while members focused on Dog Day. A representative from the Community First Responders will attend a Council meeting soon.</p>	

20.2	<p><b>Community Development Working Party</b></p> <p>Matters being considered by the Community Development Working Party had already been discussed at an earlier point in the meeting.</p>	
21	<p><b>ERYC COUNTY COUNCILLORS</b></p> <p>See Minute</p>	
22	<p><b>INFORMATION EXCHANGE</b></p> <p>The Clerk informed Members that her research had shown that St Nicholas' Church would not qualify for a brown tourist sign. There was a small possibility that a Church icon could be added to the village name sign, but it was unlikely because of the lack of facilities at the church and the fact that the church does not officially open for visitors.</p>	
23	<p><b>CORRESPONDENCE</b></p> <p><b>23.1</b> <b>Invite to join a Rural Sounding Board</b> to help inform wider debates about rural issues and influence decision makes - email received 2 April 2014 from the Network Director, The Rural Services Network</p> <p><b>23.2</b> <b>Let's Get Ready for the Unexpected booklet</b> – letter dated 17 April 2014 received from the Emergency Planning Officer, Humber Emergency Planning Services</p> <p><b>23.3</b> <b>Parish Council Liaison Meeting on 28 May 2014 at 5.45pm, County Hall Beverley</b> – email received 30 April 2014 from the Management Assistant to Paul Bell, Head of Economic Development &amp; Pete Ashcroft Head of Planning &amp; Development Management</p> <p><b>23.4</b> <b>Opportunity to support a Proposal</b> “that the government take the necessary action to allow a percentage of Business Rates to be paid direct to Parish and Town Councils for the benefit of local economic growth” – emailed received 29 April 2014 from Sevenoaks Town Council</p> <p><b>23.5</b> <b>SLCC North of England Regional Conference – June 19<sup>th</sup>, Harrogate</b> – invite for Councillors and Clerks to attend - email received 23 April 2014 from the SLCC</p> <p><i>Resolved:</i> that the Clerk should attend this regional conference</p> <p><b>23.6</b> <b>CTA Roadshow 2014 on 22 May 2014, Hull</b> – Invitation to attend this event which looks at Community Transport in Hull and the East Riding – email received 2 May 2014 from the Community Partnership Coordinator, ERYC</p> <p><b>23.7</b> <b>Beverley and Rural Area Community Partnership</b> – Invitation to attend the ongoing meetings – email received 16 April 2014 from the Community Partnership Coordinator, ERYC</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>