

NEWBALD PARISH COUNCIL

MINUTES OF THE MEETING OF NEWBALD PARISH COUNCIL HELD AT NEWBALD SCHOOL ON 6 JUNE 2016 AT 7.30PM

Present: G. Steward (Chairman), J. Barrett, B. Clarke, J. Howard, E. Huntington, G. Lewis,
E. Openshaw, P. Weatherstone

In attendance: Suzanne Smith (Clerk to the Council), 2 members of the public

1	<p>PUBLIC FORUM</p> <p>The 2 members of the public spoke to planning application at agenda item 6-2 a):</p> <p>16/00793/CLP – Certificate of lawfulness for the proposed use of property as a house in multiple occupation (HMO) (use class C4) for not more than 6 persons as the occupants or main place of residence – 6 Red House Farm Holiday Cottages, Beverley Road, North Newbald</p> <p>They said that they objected strongly to the planning application which was seeking to remove planning conditions to allow the current holiday cottages to be used as permanent residences.</p> <p>They said that the cottages were built as holiday lets and converting them would in effect create a new hamlet within the Parish. This would set a precedent for other farmers to convert buildings into permanent residences and the village could not sustain such an increase in population. In addition, the road that led up to the cottages is not suitable for the level of traffic that would be using it, should the residences become permanent.</p> <p><i>The two members of the public left the meeting.</i></p>	
2	<p>APOLOGIES FOR ABSENCE</p> <p>Cllr. B. O’Sullivan – on holiday Cll. M. Joshi – at School Governors’ meeting Cllr. B. Smith – prior engagement</p>	
3	<p>DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE CODE OF CONDUCT</p> <p>3.1 Declarations of Interest</p> <p>Cllr. Openshaw – item 8 – non pecuniary Cllr. Howard – item 8 – non pecuniary</p> <p>3.2 Dispensations – None</p>	
4	<p>APPROVAL OF MINUTES</p> <p>Resolved: that the minutes of the meeting held on 9 May 2016 are signed as a correct record.</p>	

5	FINANCE
5.1	<p>Annual Governance Statement 2015-16</p> <p><i>Resolved:</i> that, having considered each matter in turn and being satisfied that NPC can answer yes to all parts (except 9 which is not applicable), NPC approves and signs the Annual Governance Statement that forms part of the Annual Return.</p>
5.2	<p>Annual Return 2015-16 and Associated Documents</p> <p>The Clerk tabled the Annual Return, Receipts and Payments Account, bank reconciliation and audit variances for 2015-16.</p> <p><i>Resolved:</i> that the 2015-16 Annual Return is approved, duly signed and that the Clerk should submit it to the External Auditor.</p>
5.3	<p>Internal Auditor's Report for 2015-16</p> <p>The Clerk tabled the Internal Auditor's report for 2015-16. He had concluded in the report that the accounts continued to be well maintained and had raised two minor points which would be addressed in the next two agenda items.</p> <p><i>Resolved:</i> that NPC has received and noted the content of the internal auditor's report.</p>
5.4	<p>Minute Change</p> <p>The Clerk said that she had made a typing error at minute 6.1, Page 2016/2 on 4 January 2016 when she had reported the wrong precept amount.</p> <p><i>Resolved:</i> that minute 6.1, page 2016/2 on 4 January 2016 should be corrected to read "<i>Resolved:</i> that the budget for 2016/17 and precept of £29,358.88 is reaffirmed (see November 2015 appendix)".</p>
5.5	<p>Clerk's Rate of Pay</p> <p>To meet the request made in the Internal Auditor's report, the Clerk asked the Council to reconfirm her salary, which had originally been set when she started the role in 2009 and had been included in the contract she received then.</p> <p><i>Resolved:</i> that the Clerk's rate of pay is based on the NALC and SLCC approved pay scale and that she is currently on SCP31 (having started on SCP23 in 2009). At the end of each financial year she went/will go up one increment on the scale, unless NPC considers her performance not to be satisfactory. (Contract to be re-affirmed accordingly).</p>
5.6	<p>Clerk's Pay Increment</p> <p>The Clerk informed Council that her pay had increased slightly as new NALC - SLCC pay scales had just been published. As the new scales were for the period of April 2016-March 2018, there would also be a small back payment due for April 2016.</p> <p><i>Resolved:</i> that NPC approves the Clerk's annual increment pay rise and the back payment for April 2016.</p>

<p>5.7</p>	<p>Amendment to Contract</p> <p>To meet auto-enrolment pension requirements, it was:</p> <p>Resolved:</p> <ul style="list-style-type: none"> i. that the following sentences are added to the Clerk’s contract: “The Council is a member of the Local Government Pension Scheme, which operates a contributory pension scheme, which you are entitled to join. You will be automatically enrolled on this scheme, but can choose to opt out, should you so wish” ii. that the Chairman signs the new updated contract. 																									
<p>5.8</p>	<p>NPFA Application for Help in Paying for hiring a stage and PA system</p> <p>Resolved: that NPC does not contribute towards the hiring of the stage and PA system.</p>																									
<p>5.9</p>	<p>Approval of Payments</p> <p>Resolved: In accordance with financial regulations, the following payments are noted and/or approved. Clerk to arrange payment where appropriate.</p>																									
	<table border="0"> <tr> <td>Int. payment</td> <td>Despatch Pest Control</td> <td>£100.00</td> </tr> <tr> <td>Chq. 300003</td> <td>Alan Johnson Accounting Services – internal audit</td> <td>£296.60</td> </tr> <tr> <td>Int Payment</td> <td>Clerk Salary</td> <td>£1084.00</td> </tr> <tr> <td>Int. Payment</td> <td>HMRC Tax & NI</td> <td>£220.35</td> </tr> <tr> <td>Int. Payment</td> <td>East Riding Pension Fund</td> <td>£428.35</td> </tr> <tr> <td>Int. payment</td> <td>Clerk Expenses</td> <td>£135.41</td> </tr> <tr> <td>Int. Payment</td> <td>MY Print Services</td> <td>£108.00</td> </tr> <tr> <td>Int. Payment</td> <td>Countrywide Grounds Maintenance</td> <td>£740.76</td> </tr> </table>	Int. payment	Despatch Pest Control	£100.00	Chq. 300003	Alan Johnson Accounting Services – internal audit	£296.60	Int Payment	Clerk Salary	£1084.00	Int. Payment	HMRC Tax & NI	£220.35	Int. Payment	East Riding Pension Fund	£428.35	Int. payment	Clerk Expenses	£135.41	Int. Payment	MY Print Services	£108.00	Int. Payment	Countrywide Grounds Maintenance	£740.76	
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<p>6</p>	<p>PLANNING</p>																									
<p>6.1</p>	<p>Notices of Decision</p>																									
<p>6.1.1</p>	<p>16/00923/PLF – Erection of single storey extension to side – North Newbald County Primary School, Beverley Road – planning permission granted</p>																									
<p>6.1.2</p>	<p>Appeal against Refusal of Planning Permission for 13/03571/PLF – Erection of wind turbine plus ancillary development on land at Humberside Farers Ltd, Newbald Lodge – the Department for Communities and Local Government has granted the appeal and ordered that planning permission be granted</p>																									
<p>6.2</p>	<p>Planning Applications</p>																									
<p>6.2.1</p>	<p>16/00793/CLP – Certificate of lawfulness for the proposed use of property as a house in multiple occupation (HMO) (use class C4) for not more than 6 persons as the occupants or main place of residence – 6 Red House Farm Holiday Cottages, Beverley Road, North Newbald</p>																									
	<p>Resolved: that NPC recommends that this planning application is refused for the following reasons:</p>																									
	<ul style="list-style-type: none"> i. it could lead to a precedent, where other owners of buildings that are not currently permanent residences could seek to apply for permission to change 																									

6.2.2	<p>such conditions and create new permanent residences that are not properly planned for or desirable in a village wide context.</p> <p>ii. NPC feels that tourism is a very important part of the local economy, which is currently under-developed in the area. In its Community Led Plan of 2014, NPC committed to support and encourage all tourisms initiatives and, on that basis, would like to see these cottages continue to be holiday lets.</p> <p style="text-align: right;"><i>(Paul Weatherstone voted against)</i></p> <p>16/01662/PLF - Erection of first floor extension to side - 16 Galegate</p> <p>Resolved: that NPC has no observations to make on this planning application.</p>	Clerk Clerk
7	<p>QUEEN'S 90TH BIRTHDAY CELEBRATIONS – 12 JUNE</p> <p>Resolved: that the use of the Urgent Decision Procedure on 23 May 2016 to allow the event to go ahead is agreed by Council. <i>See Appendix I.</i></p>	
8	<p>APRIL 2016 SAFETY REPORTS FOR THE GREEN, THE MIRES, CEMETERY AND CHURCHYARD</p> <p>Members considered the reports produced by Cllr. Openshaw and a quote for the urgent remedial work from Nick Reed</p> <p>Resolved: that Nick Reed is contracted to carry out the work as per his quote – a total of £360.</p> <p>Two other issues raised in the reports were discussed.</p> <p>One was the state of the access route over the Green to The New House, 24 The Green. It is very rutted and could be a potential trip hazard. The Chairman said that he would speak to the owner of the property about it.</p> <p>The Clerk was asked to get a quote for removing the chicken wire in the cemetery that had originally been put there to ward off rabbits but which now was serving no purpose and looked tatty.</p>	Clerk
9	<p>VILLAGE HALL</p> <p>Members discussed a request from the Village Hall that the NPC arranges for there to be white signs indicating where the Village Hall is. This was felt to be necessary as people usually struggle to find the Village Hall.</p> <p>Resolved: that NPC asks ERYC for three white signs, one at the top of Westgate near the A1034, one outside the Village Hall on the corner of Westgate and Galegate and an extra sign on the already existing post on The Green.</p>	Clerk
10	<p>FORMER CHARITY FUNDS</p> <p>Members considered two suggestions that had come in from members of the public in relation to how the funds of the former charity, Charles Stather, could be spent.</p> <p>One suggestion that the money is used to fund the Queen's 90th Birthday Celebrations was not considered appropriate as it was not in line with the original purpose of the</p>	

	<p>charity.</p> <p>A further proposal came from the charity Cash For Kids, who help underprivileged children and young people.</p> <p>Resolved:</p> <ol style="list-style-type: none"> i. that if Cash For Kids receive applications from underprivileged children within Newbald parish, NPC would look very favourably on funding those particular applications. ii. that NPC contacts Newbald School to make them aware of the charity. 	Clerk
11	<p>GARDEN OF REMEMBRANCE</p> <p>The Clerk said that she had not yet received an updated quote from Will Dowson.</p> <p>Members discussed various other possible designs for a potential Garden of Remembrance but could not reach a consensus. Some did not feel it was necessary to have a Garden of Remembrance at all. In order to establish a way forward, a vote was taken to see whether a majority of members were still in favour of some kind of remembrance area in the cemetery.</p> <p>Resolved: that NPC does wish to create some kind of remembrance area in the cemetery (<i>5 in favour, Cllr. Huntington voted against, Cllr. Howard and the Chairman abstained</i>).</p> <p>It was agreed that Members would go home and think about design possibilities ahead of the next meeting so that this could be discussed further.</p>	
12	<p>ACCESS TO PLAYING FIELD</p> <p>Resolved: that in view of the confidential nature of the business to be transacted, the press and public are excluded for agenda item 12 under the Public Bodies (Admission to Meetings) Act 1960.</p> <p>The Chairman apprised Members of matters raised at the meeting. No resolution was felt necessary at this point in time.</p> <p><i>The meeting went back to open session.</i></p>	
13	<p>LITTER BIN</p> <p>Resolved: that NPC does not need a litter bin on the corner of Galegate and Eastgate.</p>	
14	<p>CHANGE OF MEETING DATE</p> <p>Resolved: that in view of the Clerk being on holiday at the start of October, that the October meeting is put back until 17 October.</p>	
15	<p>ROLL OUT OF SUPERFAST BROADBAND</p> <p>The Clerk said she had been chasing up information about KC's rollout of superfast broadband in Newbald and the survey that had supposed to have been done to determine whether the excluded roads could be included.</p>	

	<p>However, up until now, she had had no response from KC on the matter. ERYC broadband team had also not been able to get a reply from them.</p>	
16	<p>THE BECK</p> <p>The Clerk said that this matter had been referred by County Cllr. Phyllis Pollard to an officer at ERYC, but she had not heard anything since.</p>	
17	<p>TRAFFIC MANAGEMENT</p> <p>Members discussed what measures could be taken to tackle inconsiderate parking or lorries driving through the village but could not think of any that were appropriate.</p>	
18	<p>REVIEW OF ALLOTMENT AND CEMETERY CHARGES</p>	
18.1	<p>Allotment Charges</p> <p>In view of the fact that the rental paid by NPC to ERYC for the allotments had not gone up in many years and NPC had raised its charges the two previous years, it was</p> <p><i>Resolved:</i> that allotment rental charges for 2016-2017 remain the same.</p>	Clerk
18.2	<p>Cemetery Charges</p> <p>The Clerk tabled a comparison of Newbald's cemetery charges compared with other cemeteries in the area. From that it was clear that NPC's charges were middle of the road.</p> <p><i>Resolved:</i> that the cemetery charges remain the same for 2016-2017.</p>	Clerk
19	<p>CENTENARY FIELDS</p> <p>The Clerk said that closer inspection of the eligibility criteria had shown that Newbald Playing Field would not qualify for nomination as a Centenary Field.</p>	Clerk
20	<p>ERYC COUNCILLORS</p> <p>None present.</p> <p>Cllr. Lewis made Councillors aware of a large hole in the middle of the road at the bottom of Trundlegate. The Clerk said she would pass that information on to the Highways department at ERYC and ask them to take remedial action.</p>	
21	<p>INFORMATION EXCHANGE</p> <p>The Clerk was asked about the steps outside Top Holme Farm, ERYC's response and why they were removed. She reported that ERYC considered no further action to be necessary. She said she would forward the email so that Councillors could read the detail about that decision.</p> <p>Members talked about the problems with the grass cutting in the cemetery, churchyard and playing field and it was agreed that the Chairman and Clerk would</p>	

	meet with the contractors to resolve the issues.	
22	<p>CORRESPONDENCE</p> <p>1) East Riding and Hull Joint Minerals Local Plan Revised Preferred Approach Consultation – public consultation until 11 July 2016 - letter dated 18 May 2016 received from the Strategic Development Services Manager, ERYC.</p> <p>2) Libraries Consultation – Invitation to take part in a consultation on the future of East Riding libraries – email received on 24 May 2016 from the Senior Business Transformation & Improvement Officer, Business Transformation Team, ERYC.</p> <p>3) Cross Country Pipeline (Carbon Capture and Storage) – to pass close to Market Weighton – final decision on planning permission has been put back until 31 August – email received from The Planning Inspectorate on 26 May 2016.</p> <p>4) Town/Parish Council Planning Liaison Meetings 2016 – email received 26 May 2016 inviting representatives from NPC to attend a meeting at 6pm on Tuesday 7 June 2016 at County Hall, Beverley.</p> <p>5) Campaign to Save Minor Injury Units at Hornsea and Withernsea – request for support from Graham Stuart MP – email received 25 May 2016</p> <p>Resolved: that NPC sends a letter of support against the close of the minor injury units.</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Clerk</p>

Meeting finished at 9.35pm

Appendix 1**URGENT DECISION PROCEDURE**

Date of Use: 23 May 2016

Project: Queen's 90th Birthday Celebrations on 12 June 2016

Extra Spend authorised: None

At its meeting on 9 May 2016, NPC resolved that the charity Friends of Newbald School (FONS) would have to indemnify the Parish Council against any risks before NPC would give it permission to hold its event on The Green.

The Clerk asked FONS to do this. They came back with a copy of their original insurance policy, which NPC had already seen. The Clerk contacted FONS' insurers herself and asked if they could provide a letter indemnifying NPC for the event, with their client's permission.

The letter that the insurer sent to the Clerk did not go any further than the standard insurance policy. It still stated that NPC would be liable under its own insurance policy for any areas where they had been negligent.

Realising this was all she was going to be able to obtain, the Clerk consulted Councillors by email as to whether they would be prepared to allow the event to go ahead. (Given the tight deadline, it was not possible to discuss this at a meeting).

A majority of 6 Councillors were in favour of the event proceeding so the Clerk gave FONS permission to hold the event.

Suzanne Smith

Clerk to Newbald Parish Council

23 May 2016