

# NEWBALD PARISH COUNCIL

## MINUTES OF THE MEETING OF NEWBALD PARISH COUNCIL HELD AT NEWBALD SCHOOL ON 6 FEBRUARY 2017 AT 7.30PM

**Present:** Councillors G. Steward (Chairman), B. O’Sullivan (Vice Chairman), J. Barrett, B. Clarke, S. Dongray-Burke, J. Howard, E. Huntington, G. Lewis, E. Openshaw, B. Smith, P. Weatherstone

**In attendance:** Suzanne Smith (Clerk to the Council), Maureen Yates (Neighbourhood Watch), Helen Townend (Newbald Young People’s Project – Church Rooms)

1	<p><b>PUBLIC FORUM</b></p>
1.1	<p><b>Maureen Yates re Item 12 – Village Wide Neighbourhood Watch</b></p> <p>Maureen informed Members of the advantages of setting up a village wide Neighbourhood Watch scheme which would see the Parish Council being the central hub for dissemination of relevant information village wide from organisations such as the Police and ERYC. The advantage of the Parish Council being involved is that it already has the communication channels in place. Quick communication improves people’s resilience to crime. Only one person would need to sign up to the scheme; that would normally be the Clerk.</p> <p>Neighbourhood Watch also partners with other organisations such as Age UK, Humberside Fire Service and Trading Standards. Information from these organisations helps to protect residents from potential scams, teaches people how to be safe online and provides opportunities for home safety checks.</p> <p>Communication can be a two way process, so the Parish Council would be encouraged to feedback alerts and pertinent information obtained from residents to Neighbourhood Watch. Residents would be encouraged to remain vigilant and to report anything suspicious.</p> <p>Neighbourhood Watch makes a point of accessing funding pots to help provide such things as home security items and heat and warmth assessments for people in need.</p> <p>Should the Parish Council decide to join, Newbald would be eligible for free street signs within a couple of weeks. These large yellow reflective signs would normally be sited at the entrance to the village and at various points in the centre. Window stickers would also be available for residents.</p> <p>Maureen said that from her experience the impact of a Neighbourhood Watch scheme was huge and its history of success ensures that the scheme always receives a good budget from the Police and Crime Commissioner.</p> <p>Maureen also said that she liaises with Community Payback and that if the village required help, such as the clearing of little used footpaths, she could be contacted to arrange for manual help through the scheme.</p> <p><i>The Chairman thanked her and Maureen Yates left the meeting</i></p>

1.2	<p><b>Helen Townend, Church Rooms Committee Member, re. item 5-2) Funding Application by Newbald Young People’s Project (Church Rooms).</b></p> <p>Helen explained that the Church Room’s annual £3,000 running costs in terms of utilities, insurance, housekeeping etc. were more or less covered by the subscriptions paid by the families of the children that attend the rooms.</p> <p>However the £5,000 wage bill was not. She said that there are many grants that provide for the purchase of equipment but considerably less that provide wages for staffing. Therefore they would like NPC to consider paying for a further year’s wages in order to secure the continuation of the well-used facility.</p> <p>Helen informed Members that the Committee did not think that the youth club service would run properly if they reverted back to using volunteers. Trained members of staff are far more effective at providing quality sessions.</p> <p>The Chairman and the Clerk commented that the cookery program offered by the Church Rooms would be eligible for far more funding opportunities because it imparted a skill to young people. Therefore it was really only the wages bill for the youth club that presented a problem.</p> <p>Helen acknowledged that the Church Rooms may be able to commit to part funding the wages bill for the youth club, if the Parish Council would consider funding the rest of it.</p> <p>Helen mentioned also that the Church Rooms was facing some significant maintenance bills, with the large windows needing replacing because they are rotting.</p> <p><i>The Chairman thanked her and Helen Townend left the meeting.</i></p>	
2	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>None</p>	
3	<p><b>DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE CODE OF CONDUCT</b></p> <p>3.1 <b>Declarations of Interest</b></p> <p>Cllr. Openshaw – items 8 – non pecuniary  Cllr. Howard – item 8 – non pecuniary  Cllr. Lewis – items 8 – non pecuniary</p> <p>3.2 <b>Dispensations</b> – None</p>	
4	<p><b>APPROVAL OF MINUTES</b></p> <p><b>Resolved:</b> that the minutes of the meeting held on 9 January 2017 are signed as a correct record.</p>	
5	<p><b>FINANCE</b></p> <p>5.1 <b>Urgent Decision Procedures</b></p>	

	<p>The Clerk tabled two urgent decision procedures which she used to have the moss cleared from the Churchyard paths and the door to the phone box repaired</p> <p><b>Resolved:</b> that the use of the Urgent Decision Procedure is approved in both cases. (See Appendix 1).</p> <p>It was noted that the paths in the Churchyard actually needed a chemical moss treatment, not least to protect the surfaces from the damage caused by pressure washing. The Clerk said she would get a quote for this and table it on the next agenda.</p>										
5.2	<p><b>Church Rooms' Application for Additional Funding</b></p> <p>Members decided that they would like to wait until they had received further information from the Church Rooms about their financial position and future plans prior to deciding whether to provide them with a grant.</p> <p>In particular Members felt they would like to have sight of the Church Rooms' financial records, their fund raising plan for meeting their financial obligations in the future and information about the immediacy of the financial problems being faced. Ideally Members would like reassurance that, should they decide to provide a grant, plans would be in place to reduce the amount the Parish Council would need to give year on year, in order to allay their worries about this being an ever recurring annual expense.</p> <p>Concerned was expressed about the Church Rooms' Committee's plans to replace the large windows and questions raised about whether the windows were protected by virtue of the Church Rooms being in a conservation area. The Clerk said she would find out further information about this and who actually owns the Church Rooms.</p>	Clerk									
5.3	<p><b>Verification of 30 December 2016 Bank Reconciliation</b></p> <p>Cllr. Howard confirmed that he had had sight of all the original bank statements and that they tallied with the bank reconciliation completed by the Clerk on 30 December 2016.</p>										
5.4	<p><b>Pockit Account</b></p> <p>The Clerk suggested to Council that it would be helpful to open a Pockit account as a replacement for the Alto Card which was discontinued. It would enable the Clerk to make purchases on a pre-paid credit card on behalf of the Council, rather than having to pay on her own card.</p> <p><b>Resolved:</b> that NPC opens a Pockit account.</p>	Clerk									
5.5	<p><b>Approval of Payments</b></p> <p><b>Resolved:</b> In accordance with financial regulations, the following payments are noted and/or approved. Clerk to arrange payment where appropriate.</p> <table data-bbox="284 1960 1276 2072"> <tr> <td>Int. Payment</td> <td>Nick Reed – removal of moss and repair phone box</td> <td>£180.00</td> </tr> <tr> <td>Direct Debit</td> <td>Renewal of Registration with ICO</td> <td>£35.00</td> </tr> <tr> <td>Int. Payment</td> <td>Clerk Salary</td> <td>£1,076.17</td> </tr> </table>	Int. Payment	Nick Reed – removal of moss and repair phone box	£180.00	Direct Debit	Renewal of Registration with ICO	£35.00	Int. Payment	Clerk Salary	£1,076.17	
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	<p>Int. Payment HMRC Tax &amp; NI £214.48</p> <p>Int. Payment East Riding Pension Fund £424.15</p> <p>Int. Payment Clerk Expenses – January 2017 £125.59</p> <p>Int. Payment Yorkshire Water – Cemetery rates £33.67</p> <p>Int. Payment Clerk Expenses –early February 2017 £82.01</p>	Clerk
6	<b>PLANNING</b>	
6.1	<b>Notices of Decision</b>	
6.1.2	<b>The East Riding of Yorkshire Council (Newbald Byway Open to All Traffic No. 12) Definitive Map and Statement Modification Order 2016 – Order confirmed</b>	Noted
6.1.3	<b>Appeal Ref: APP/E2001/W/16/3160181 Red House Farm, Beverley Road (DC/16/01568/VAR/EASTSE) – appeal dismissed</b>	Noted
6.2	<b>Planning Applications</b>	
	None received.	
7	<b>2017 GRASS CUTTING CONTRACTS FOR THE PLAYING FIELD, CHURCHYARD AND CEMETERY</b>	
	The Clerk tabled the quotes she had received.	
	<b>Resolved:</b> that Countrywide Maintenance Ltd is employed for the grass cutting contracts in the cemetery, churchyard and playing field.	Clerk
8	<b>VILLAGE HALL</b>	
	On behalf of the Village Hall Management Committee, Cllr. Openshaw thanked Members for the donation from the William Gill and Charles Stather charities.	
	He said that Phase 1 was continuing apace, with a meeting scheduled for the next morning. Phase 2 was still in the planning stages.	
	Bookings were doing well, with film nights planned in the near future.	
	He said the Committee had asked about when they might be able to have a sign outside the Village Hall to make people aware of where it is.	
	The Clerk said that ERYC had committed to providing a sign by April 2017.	
	Cllr. Huntington proposed that using contingency money to buy a notice board for outside the Village Hall should be an agenda item for the next meeting.	Clerk
9	<b>POST OFFICE OUTREACH SERVICE</b>	
	Cllr. Huntington reported that the postmaster was back at work so the service was running normally again. It was agreed to take this off future agendas.	
	Cllr. Lewis said he would find out details about the mobile Post Office Service that he had heard about for future reference.	Cllr. Lewis

10	<p><b>SUPERFAST BROADBAND</b></p> <p>The Clerk said that she had sent the latest update from KCOM out to Councillors and the rest of the village. As that update made no reference to the excluded roads, she had since written to KCOM and East Riding Broadband Project asking them for an update on where they were at in relation to them. She had not yet received a reply.</p> <p>On hearing from Cllr. Lewis that South Newbald was excluded from the current rollout, the Clerk had decided to check each postcode area in the village on the KCOM website to find out exactly what coverage there was. She established that the rollout was not as comprehensive as KCOM had originally said. Many roads may not be able to receive superfast broadband until 2020.</p> <p>The Clerk said that Connexin, who at one point were considering providing a wireless superfast broadband option in Newbald by putting equipment on top of the Church and Dot Hill, now no longer seemed interested, presumably because KCOM had already supplied some houses and expressed an interest in supplying others.</p> <p>BT would also not consider supplying those roads that were currently excluded from KCOM's current rollout, because of KCOM's continued expression of interest, even though it was BT's infrastructure that served those roads not KCOM's.</p> <p>Given that many residents were unhappy with the situation, it was</p> <p><b>Resolved:</b> if she continues to get no response from KCOM, the Clerk contacts the MP to see if he can provide some support in establishing the current position and KCOM's future intentions.</p>	Clerk
11	<p><b>GARDEN OF REMEMBRANCE</b></p> <p>The Clerk asked Members to confirm that they were happy with the draft questionnaire she had produced to try and determine what sort of Garden of Remembrance residents would like to see.</p> <p>It was agreed that the survey should be put on the website and referred to in the forthcoming newsletter. The Clerk said that she would offer the option to post out or email the survey to residents on request.</p>	
12	<p><b>NEIGHBOURHOOD WATCH</b></p> <p>Members considered the information provided by Maureen Yates during Public Forum.</p> <p><b>Resolved:</b> that NPC becomes the central hub for a village wide Neighbourhood Watch scheme.</p>	Clerk
13	<p><b>DEMENTIA AWARENESS</b></p> <p>Cllr. Clarke said that she had asked for this to go on the agenda because she was aware that rural people with dementia often struggle to access treatment, community support and help. In addition, where people suffer from dementia and are in roles where they manage farms and/or operate machinery, this can be dangerous and present real problems for the sufferers' families.</p>	

	Members felt that possibly this subject could be raised at one of Newbald' s future monthly afternoon teas, assuming the 'Newbald Natter' initiative got off the ground. In addition, it could be brought up in a future newsletter.	
<b>14</b>	<b>CYCLE PATH OR FOOTPATH BETWEEN SOUTH CAVE AND MARKET WEIGHTON</b>  The Clerk said that a response had been received by South Cave Parish Council from ERYC, in which they had said that the cycleway or footpath would cost over £2,000,000 and they did not currently have the budget for such a project.	
<b>15</b>	<b>POTENTIAL LOSS OF MEETING VENUE</b>  The Clerk said that due to the caretaker retiring, there was a strong possibility that the Parish Council would no longer be able to use the School as a meeting venue. It depended on whether the School managed to recruit someone local who was prepared to cover evening sessions. They had not yet advertised the role.  <i>Resolved:</i> that if the Parish Council is unable to use the School for the March meeting, it should meet at the Church for that meeting and then discuss the matter further.	Clerk
<b>16</b>	<b>VILLAGE MAPS</b>  Members discussed whether the village maps on display in the notice boards should be replaced because they are fading.  <i>Resolved:</i> that the Clerk seeks to get them replaced by ERYC.	Clerk
<b>17</b>	<b>DISPOSAL OF PRINTER</b>  The Clerk said that she would like to dispose of the broken OKI printer that belonged to the Council. Repair costs were prohibitive and more expensive than buying a new printer.  <i>Resolved:</i> that the Clerk can dispose of the OKI laser printer and remove it from the asset register.	Clerk
<b>18</b>	<b>PARKING</b>  The Clerk said that although the Community Support Police Officers had acknowledged her request following the last meeting, she had not yet had any feedback about any initiative they may have undertaken. Cllr. Clarke said that she had noticed that there had been more police on patrol in the village.  Cllr. Huntington expressed concern at the lack of parking spaces when a funeral was held in the cemetery. She said that there had been an agreement with the owners of the former Horstine Farmery site to allow cars to park there at such times, but now the building was under new ownership, this may no longer be possible. She said that she intended to speak to the new owners to discuss whether or not the arrangement could carry on.  Members felt that it would be good to have a proper layby outside the cemetery itself. The Clerk said that last time this had been requested by ERYC, they had refused and	

	said that people could park on Westgate and walk round.  <b>Resolved:</b> that NPC contacts ERYC to ask them again if they would consider providing an improved layby.	Clerk
<b>19</b>	<b>HIGHWAY FLOODING</b>  The Clerk reported that ERYC had said that they did not perceive there to be a problem with flooding on South Newbald Road by the entrance to the Playing Field. John Hannah had said he would remove silt from the drain next time he was passing in case that was causing a problem.  The Clerk also said that a Conservation Officer was going to attend the beck to see the damage being done by the water voles; however he had said that the best time to do that would be in the Spring. Therefore he would schedule it for late March.	
<b>20</b>	<b>POO BUSTERS REPORT</b>  The Clerk presented Councillors with a feedback report from Poo Busters which contained lots of positive comments about the new dog dispenser units. Clearly they have been very well received and used a lot.	
<b>21</b>	<b>ERYC COUNCILLORS</b>  None in attendance.	
<b>22</b>	<b>INFORMATION EXCHANGE</b>	
<b>22.1</b>	Cllr. Openshaw said that the Village Hall was in the process of looking into applying for a Premises Licence. One of the requirements was that they publish a notice in the local press. To publish in a local newspaper would cost about £450, but publishing in the Parish Council newsletter would also suffice. Therefore at some point the Village Hall may approach NPC about this.	
<b>22.2</b>	Cllr. Barrett said that he had been to a presentation about fracking and had got hold of some maps detailing future plans in the area in relation to fracking. He asked that this be an agenda item at the next meeting.	Clerk
<b>22.3</b>	Cllr. O'Sullivan said that a member of the public had raised with her the fact that they were dismayed by the number of UPVC windows facing on to the Green and had questioned whether in fact they were allowed. The Clerk said she would find out what the rules are in relation to them.	Clerk
<b>23</b>	<b>CORRESPONDENCE</b>	
<b>23.1</b>	<b>Consultation on East Riding of Yorkshire Community Infrastructure Levy Draft Charging Schedule : 23 January – 6 March 2016</b> – opportunity to view and comment – email received 20 January the Planning Policy Manager, Forward Planning, ERYC.	Noted
<b>23.2</b>	<b>Consultation on the East Riding of Yorkshire Draft Statement of Community Involvement: 23 January to 6 March 2017</b> – opportunity to view and comment – email received 20 January 2017 from the Planning Policy Manager, Forward Planning, ERYC.	Noted





**APPENDIX 1**

**URGENT DECISION PROCEDURES**

**Date of Use:** 9 January 2017

Clearance of moss from churchyard paths

**Extra Spend authorised:** £150

Members noted that the churchyard paths were slippery because of the moss that had grown on them. They were becoming a health and safety hazard.

It was agreed that £150 could be spent to have a contractor clear the moss.

**Suzanne Smith**

**Clerk to Newbald Parish Council**

9 January 2017

**Date of Use:** 16 January 2017

Maintenance of telephone box

**Extra Spend authorised:** £30

When visiting the phone box to check on the defibrillator, the Clerk found that the wooden door had expanded so much that it was now jammed shut.

As access to the defibrillator is an essential requirement at all times, the Clerk used the Urgent Decision Procedure to pay for a contractor to plane the door so that it could be opened easily.

**Suzanne Smith**

**Clerk to Newbald Parish Council**

16 January 2017