

NEWBALD PARISH COUNCIL

MINUTES OF THE MEETING OF NEWBALD PARISH COUNCIL HELD AT ST. NICHOLAS' CHURCH ON 9 APRIL 2018 AT 7.30PM

Present: Councillors G. Steward (Chairman), B. O'Sullivan (Vice Chair), T. Bowater, B. Clarke, S. Dongray-Burke, J. Howard, G. Lewis, E. Openshaw

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

1	<p>PUBLIC FORUM</p> <p>Two Eastwold residents attended the meeting to speak to item 13 – Bin Wagons Damaging Grass Verge on Eastwold.</p> <p>The residents said that the damage was quite extensive and they would like ERYC to fix the verge before the weather gets very dry.</p> <p>They had considered various measures to prevent the damage from re-occurring. The one they felt was most likely to work was if all the residents agreed to move their bins half way down the street when they put them out so that the bin lorry did not have to come right up the road.</p> <p>They had already spoken to residents about this possibility and they were amenable to the idea.</p> <p>Members agreed that NPC would get in touch with the Service Manager – Highways Maintenance at ERYC to ask him to take a look.</p>
2	<p>APOLOGIES FOR ABSENCE</p> <p>Cllr. J. Barrett - prior arrangement Cllr. E. Huntington – prior arrangement Cllr. B. Smith – prior arrangement</p>
3	<p>DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE CODE OF CONDUCT</p> <p>3.1 Declarations of Interest</p> <p>Cllr. Lewis – item 10 – non pecuniary Cllr. Openshaw- item 10 – non pecuniary Cllr. Howard – item 10 – non pecuniary</p> <p>3.2 Dispensations – None</p>

4	APPROVAL OF MINUTES																																				
4.1	<i>Resolved:</i> that the minutes of the meeting held on 5 March 2018 are signed as a correct record.																																				
5	FINANCE																																				
5.1	UDP Relating to the Maypole Dancing Event <i>Resolved:</i> that the use of the Urgent Decision Procedure (UDP) is approved. See Appendix 1.																																				
5.2	NPFA Request for Contribution to 2018 Grass Cutting Fees <i>Resolved:</i> that NPC asks Newbald Playing Field Association (NPFA) to provide more information, including exactly what figure they would like to ask for and why they need that amount. It should also be mentioned that they now have a lawn mower they can use.																																				
5.3	Change in East Riding Pension Fund Employer Contribution Rate <i>Resolved:</i> that the change from 25.3% to 23.3% is noted.																																				
5.4	Approval of Payments <i>Resolved:</i> In accordance with financial regulations, the following payments are noted and/or approved. Clerk to arrange payment where appropriate. <table data-bbox="351 1249 1348 1747"> <tr> <td>Int. Payment</td> <td>Yorkshire Wildlife Trust – Mires maintenance</td> <td>£300.00</td> </tr> <tr> <td>Int. Payment</td> <td>MY- Printing of newsletter</td> <td>£75.00</td> </tr> <tr> <td>Int. Payment</td> <td>ERYC – Cemetery rates</td> <td>£94.37</td> </tr> <tr> <td>Int. Payment</td> <td>Clerk Salary</td> <td>£1,117.68</td> </tr> <tr> <td>Int. Payment</td> <td>HMRC Tax & NI</td> <td>£227.53</td> </tr> <tr> <td>Int. Payment</td> <td>East Riding Pension Fund</td> <td>£414.39</td> </tr> <tr> <td>Pocket card</td> <td>Stargrange – monthly cost for email subscriber service</td> <td>£17.00</td> </tr> <tr> <td>Pocket card</td> <td>JRB Enterprise - Dog standard dispenser bag</td> <td>£35.10</td> </tr> <tr> <td>Int. Payment</td> <td>JDM Joinery – repair of notice board</td> <td>£238.68</td> </tr> <tr> <td>Int. Payment</td> <td>ERNLLCA – Membership fees</td> <td>£498.47</td> </tr> <tr> <td>Int. Payment</td> <td>Clerk Expenses</td> <td>£133.80</td> </tr> <tr> <td>Int. Payment</td> <td>Shed Grounds Maintenance</td> <td>£423.36</td> </tr> </table>	Int. Payment	Yorkshire Wildlife Trust – Mires maintenance	£300.00	Int. Payment	MY- Printing of newsletter	£75.00	Int. Payment	ERYC – Cemetery rates	£94.37	Int. Payment	Clerk Salary	£1,117.68	Int. Payment	HMRC Tax & NI	£227.53	Int. Payment	East Riding Pension Fund	£414.39	Pocket card	Stargrange – monthly cost for email subscriber service	£17.00	Pocket card	JRB Enterprise - Dog standard dispenser bag	£35.10	Int. Payment	JDM Joinery – repair of notice board	£238.68	Int. Payment	ERNLLCA – Membership fees	£498.47	Int. Payment	Clerk Expenses	£133.80	Int. Payment	Shed Grounds Maintenance	£423.36
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6	PLANNING																																				
6.1	Notices of Decision 18/00296/PAD - Erection of Panel Direction Sign and Panel Sign with 3 flag poles - Healan Ingredients Limited– planning permission granted.																																				

6.2	<p>Planning Applications</p> <p>None received</p>
6.3	<p>ERYC's Treatment of Parish Council Planning Comments</p> <p>The Clerk said that she had still not heard anything more from Aldbrough Parish Council about a follow up meeting of Parish Councils in relation to this.</p>
7	<p>CEMETERY</p>
7.1	<p>Recent Burial in Cemetery</p> <p>The Clerk said she had put this on the agenda as a precaution but had nothing to raise about it at the moment.</p>
7.2	<p>Decorative Arch</p> <p>The Clerk said that Mrs Fisher was still away so she did not have any further detail for Members to consider yet.</p>
7.3	<p>Garden of Remembrance</p> <p>Members agreed that it would be good to be able to put plaques in the cemetery building.</p> <p>Resolved: that the Clerk seeks to get quotes for cleaning up the inside brickwork and for two stone benches to be installed.</p>
8	<p>CAMPAIGN AGAINST COLD CALLING</p> <p>Cllr. Bowater said that the setting up of the No Cold Calling zone on Galegate was still being progressed.</p>
9	<p>HEADSTONE SAFETY IN CEMETERY AND CHURCHYARD</p> <p>Resolved: that the Chairman, Cllr. Openshaw and Cllr. Dongray-Burke will carry out an inspection of all the headstones as part of the main safety inspections due to take place in April 2018.</p>
10	<p>VILLAGE HALL</p>
10.1	<p>New Lease Deed</p> <p>Cllr. Lewis tabled a final copy of the new lease which had already been approved at the last Parish Council meeting.</p>

10.2	<p>The Chairman duly signed the contract on behalf of Newbald Parish Council.</p> <p>Letter of Approval</p> <p>Cllr. Openshaw explained that Newbald Village Hall requires a letter of approval from Newbald Parish Council for a grant and loan application that it needs to make to fund Phase 3 of the development work.</p> <p>Resolved: that NPC provides NVH Committee with such a letter.</p>
10.3	<p>Access Rights to Newbald Website</p> <p>Cllr. Openshaw explained why it was important that NVH committee member John Tomlinson is given improved access rights in order to achieve the online objectives of the NVH.</p> <p>The Clerk said that John Tomlinson would need to have the same access rights as her to create the web pages with the functionality that he wants to.</p> <p>Given that all information on the website is in the public domain anyway and the decision could be reversed at any point if it was felt necessary, it was</p> <p>Resolved: that John Tomlinson's access rights to the website are increased to the same level as the Clerk.</p>
10.4	<p>Other Matters Relating to the Village Hall</p> <p>Cllr. Openshaw said that a full events programme through to February 2019 had been firmed up. Phase 2 of the development work had been ratified and the agreed proposal was going to cost £133,000. Funding sources had been established and applications were in hand. There was also a plan to replace the kitchen as a separate development coming from a different funding source.</p> <p>NVH is planning on launching a 100 Club Lottery, where residents will be encouraged to pay £24 a year. Half of the funds will go the Village Hall and the rest will go to a prize fund.</p>
11	<p>PARKING TREES AND THE BECK</p> <p>The Clerk outlined details of separate emails received from two members of the public (a couple). They were concerned about inconsiderate and excessive parking in the village centre, noise levels of visitors and dogs/children going in the beck. In addition concern was raised about trees that had been removed from in front of the two new properties on Eastgate.</p> <p>Resolved: that NPC writes back to the residents informing them that</p>

	<ul style="list-style-type: none"> i. NPC has no control over the number of visitors and does in fact have a policy of welcoming visitors the village. ii. If there is a problem with parking, then that is a police matter and should be reported directly to them. (NPC has done its best to tackle inconsiderate parking through its newsletter). iii. Clarification on the law relating to the beck and riparian rights and responsibilities has been sought from ERYC (details to be sent to the couple). iv. Members do not think that any trees were displaced when the new properties on Eastgate were built. If they were, this would be a planning matter and should be referred to ERYC.
12	<p>TRESPASSING ON PRIVATE LAND AND ERODED BANK AT TOP HOLME FARM</p> <p>Members considered an email from a resident relating to his concerns about users of Newbald footpath number 1 going beyond the footpath onto his private field.</p> <p><i>Resolved:</i> that the resident should be referred to the footpath officer at ERYC to see if anything can be done to encourage footpath users to stick to the path.</p> <p>The resident also said that he was unhappy at the level of damage caused by heavy machinery to the bank outside his house.</p> <p><i>Resolved:</i> that the Clerk contacts the Service Manager – Highways Maintenance at ERYC to ask him to take a look. The resident should also be encouraged to contact ERYC independently.</p>
13	<p>BIN WAGONS DAMAGING GRASS VERGE ON EASTWOLD</p> <p>See Public Forum.</p>
14	<p>PROPERTY FALLING INTO STATE OF DISREPAIR ON BURGATE</p> <p>Members considered an enquiry from a resident as to whether the owner of a property on Burgate could be obliged to maintain the property in an acceptable state of repair.</p> <p><i>Resolved:</i> that the resident is referred to the Vacant Homes Officer at ERYC.</p>
15	<p>TOWN AND PARISH COUNCIL COMMUNICATION SURVEY</p> <p>Members discussed a response to a survey being carried out by ERYC and agreed that the Clerk would submit the answers on behalf of NPC.</p>
16	<p>PARISH TRANSPORT</p> <p>The Clerk reported that Cllr. Huntington was going to attend a meeting about Parish</p>

	<p>Transport in early May at ERYC.</p>
17	<p>COMMUNITY PUBLIC ACCESS DEFIBRILLATORS</p> <p>The Clerk said that Simon Dixon had agreed to a defibrillator being installed on the office block at South Newbald. He had also said that he would be willing to pay for some of his staff to be trained in using it.</p> <p><i>Resolved:</i> that the Clerk asks Simon Dixon if he and/or the companies based in the office block would be willing to contribute towards the actual cost of the defibrillator.</p>
18	<p>POST OFFICE SERVICE</p> <p>Members discussed the ongoing problems with the Post Office service failing to be open. Although the most recent technical problems had now reportedly been overcome, it was felt prudent to look into other possible ways a service could be provided in Newbald.</p> <p><i>Resolved:</i> that the Clerk investigates whether a Post Office van could come to the village.</p>
19	<p>GDPR</p> <p>The Clerk said that she was in the process of establishing what needs to be done to meet GDPR regulations. ERNLLCA had still not advised which outside body could act as the Data Control Officer.</p> <p><i>Resolved:</i> that the Clerk has delegated authority to produce all the documentation required to ensure that NPC meets GDPR requirements.</p>
20	<p>NEWBALD YOUNG PEOPLE'S PROJECT</p> <p>Cllr. Clarke explained that she was now no longer able to attend NYPP meetings as they had changed the day of the week they meet. She did offer to continue to communicate with them.</p> <p>It was agreed that a decision about who would be the representative on an ongoing basis would be made at the Annual Meeting of the Council.</p>
21	<p>CENTENARY BENCH ON THE GREEN</p> <p>Members considered the state of the Centenary bench which was cracking significantly in places.</p> <p><i>Resolved:</i> that the Clerk seeks a quote from a local builder and has delegated authority to spend up to £350 on getting the bench repaired.</p>

22	<p>NEWBALD COMMUNITY LED PLAN</p> <p>The Clerk distributed a document that had been created by Cllr. Howard which looked at what NPC had achieved so far in relation to the objectives laid out in the 2014 Community Led Plan.</p> <p>It was agreed that Members would consider it and discuss it again at the next meeting.</p>
23	<p>HALL FARM</p> <p>The Chairman reported that the Trustees were considering submitting a planning application to create a single liveable building in the centre of the site. However, this was just in the discussion stage.</p>
24	<p>EAST RIDING NEIGHBOURHOOD WATCH EVENT – BEVERLEY RACES</p> <p>The Clerk said that she would not be able to go to the Neighbourhood Watch event because she would not be able to drive by then due to her fractured ankle.</p> <p>No-one else was available to go instead.</p>
25	<p>CODE OF CONDUCT AND REGISTER OF INTERESTS</p> <p><i>Resolved:</i> that Members note and approve the changes made by ERYC.</p>
26	<p>ERYC COUNCILLORS</p> <p>None in attendance.</p>
27	<p>INFORMATION EXCHANGE</p> <p>27.1 Cllr. Dongray-Burke said that the Parochial Church Council was considering turning off the outside Church lights in a bid to make up some of a £1,500 shortfall. Keeping the lights on costs about £600 a year. Members agreed that keeping the lights on was something that is important to the village and it was decided to put this on the agenda for the next meeting.</p> <p>27.2 It was reported that a member of the public had found lots of litter at the side of the road, in particular beer bottles on Trundlegate. It was agreed that this would go on the next agenda with a view to engaging the Community Payback team to carry out litter clearing work.</p> <p>27.3 Cllr. Bowater produced a photograph that he had been sent by a resident that showed an offender failing to pick up after his dog. It was agreed that how to deal with such instances would be discussed at the next meeting.</p> <p>27.4 Cllr. Bowater also reported that he had witnessed a drug deal taking place on The Green. It</p>

	was agreed that this too would go on the next agenda.
27.5	The Clerk reported that surface dressing work was due to commence on the A1034 shortly.
27.6	Members decided that the best date to hold the Annual Meeting of the Council would be Tuesday 8 th May 2018 in the Village Hall.
28	CORRESPONDENCE
28.1	Community Led Housing Seminar – to consider whether anyone would like to attend on Thursday 12 April from 6-8pm – email received from the Principal Housing Policy and Development Officer - Noted
28.2	The Sancton Hill windfarm Tree Planting Fund - invitation to apply for a grant for tree planting before the deadline of 31 July 2018 – Noted .
28.3	Ethical Standards in Local Government – opportunity for NPC to take part in a survey – email received on 21 March 2018 from the Office on Standards in Public Life – Noted .
28.4	Town and Parish Council Liaison Meetings – to consider an invitation from ERYC to attend a liaison meeting on either Wednesday 23 rd May at 2.30pm-4.30pm or Thursday 24 th May 6pm-8pm. The Clerk said that assuming she could drive by then, she would attend the meeting.

Meeting finished at 9.30pm

URGENT DECISION PROCEDURES

Date of Use: 15 March 2018

Project: Letter to PCC re Maypole dancing event

Extra Spend authorised: None

The Parish Council has responsibility for maintenance of the churchyard and therefore for the safety of members of the public visiting it.

After concern had been raised by NPC Members that the Parochial Church Council (PCC) might be holding a Maypole dancing event in the churchyard, which might prove dangerous and for which NPC may be legally liable, the Clerk consulted with the professional bodies ERNLLCA and SLCC to ascertain the best course of action.

Following the advice received, the Clerk sought agreement from Members to write to the PCC to seek assurance that they were adequately insured for the event and would be conducting health & safety inspections ahead of it.

Suzanne Smith

Clerk to Newbald Parish Council