

NEWBALD PARISH COUNCIL

MINUTES OF THE MEETING OF NEWBALD PARISH COUNCIL HELD AT NEWBALD VILLAGE HALL ON 4 JUNE 2018 AT 7.30PM

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

In attendance: Suzanne Smith (Clerk to the Council), one member of the public

1	<p>PUBLIC FORUM</p> <p>A resident came to talk about a particular bird scarer which was located very close to the village and in contravention of NFU guidelines. This scarer was causing untold anxiety to her dog and she was unable to leave him at home or walk him properly. She knew of other residents struggling with the same issue.</p> <p>Members agreed that this particular scarer was a cause for concern and it was agreed that NPC would establish who the owner of the field was and ask him if he would take steps to minimise the disruption being caused.</p>
2	<p>APOLOGIES FOR ABSENCE</p> <p>Cllr. C. Clarke – on holiday</p>
3	<p>DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE CODE OF CONDUCT</p> <p>3.1 Declarations of Interest</p> <p>Cllr. Howard – item 13 – non pecuniary Cllr. Lewis – item 13 – non pecuniary Cllr. Openshaw- item 13 – non pecuniary</p> <p>3.2 Dispensations – None</p>
4	<p>APPROVAL OF MINUTES</p> <p>4.1 Resolved: that the minutes of the meeting held on 8 May 2018 are signed as a correct record.</p>
5	<p>FINANCE</p> <p>5.1 Review Of The Effectiveness of NPC’s Internal Financial Controls</p> <p>Cllrs. Howard and Dongray-Burke reported to Full Council that they had gone through</p>

	financial documentation in detail and were satisfied that NPC's internal financial controls were adequate and effective.															
5.2	<p>Internal Auditor's Report for the 2017-18 Financial Year</p> <p>The Clerk tabled the Internal Auditor's Report for Members to consider. The Internal Auditor states that the accounts of the council continue to be well maintained. No matters needed to be attended to.</p> <p>Resolved: that NPC has received and noted the content of the Internal Auditor's report.</p>															
5.3	<p>Approval of Annual Governance Statement on Annual Return 2017-18</p> <p>The Clerk said that she, Cllr. Howard and Cllr. Dongray-Burke had worked their way through all the assertions that made up the Annual Governance Statement on the Annual Return, with the help of the compliance document provided by ERNLLCA. They could confirm that close analysis demonstrates that NPC can answer yes to all the assertions in the Annual Governance Statement.</p> <p>Resolved: that Newbald Parish Council states yes to all assertions that form part of the Annual Governance Statement 2017/18 and that this is duly approved and signed for submission to external audit.</p>															
5.4	<p>2017-18 Accounting Statements Supporting Documents</p> <p>The Clerk tabled the bank reconciliation, variances and Receipts & Payments account for approval.</p> <p>Resolved: that the supporting documents are approved for submission for external audit</p>															
5.5	<p>Approval of Accounting Statements on Annual Return 2017-18</p> <p>Members considered the Accounting Statements which had already been signed by the Responsible Financial Officer and checked by the Internal Auditor.</p> <p>Resolved:</p> <ol style="list-style-type: none"> i. that the Accounting Statements are approved ii. the Accounting Statements and Annual Return for 2017-18 are signed by the Chairman and submitted for external audit. 															
5.6	<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" style="width: 100%;"> <tr> <td style="width: 15%;">Int. Payment</td> <td style="width: 65%;">Sober Grant to NYPP (approved at Dec 17 meeting)</td> <td style="width: 20%; text-align: right;">£5017.19</td> </tr> <tr> <td>Int. Payment</td> <td>Stargrange – domain and hosting</td> <td style="text-align: right;">£65.96</td> </tr> <tr> <td>Int. Payment</td> <td>AJACS – Internal Audit</td> <td style="text-align: right;">£286.60</td> </tr> <tr> <td>Int. Payment</td> <td>Clerk Salary</td> <td style="text-align: right;">£1,168.46</td> </tr> <tr> <td>Int. Payment</td> <td>HMRC Tax & NI</td> <td style="text-align: right;">£245.64</td> </tr> </table>	Int. Payment	Sober Grant to NYPP (approved at Dec 17 meeting)	£5017.19	Int. Payment	Stargrange – domain and hosting	£65.96	Int. Payment	AJACS – Internal Audit	£286.60	Int. Payment	Clerk Salary	£1,168.46	Int. Payment	HMRC Tax & NI	£245.64
Int. Payment	Sober Grant to NYPP (approved at Dec 17 meeting)	£5017.19														
Int. Payment	Stargrange – domain and hosting	£65.96														
Int. Payment	AJACS – Internal Audit	£286.60														
Int. Payment	Clerk Salary	£1,168.46														
Int. Payment	HMRC Tax & NI	£245.64														

	Int. Payment	East Riding Pension Fund	£407.12
	Pocket card	Stargrange – monthly cost for email subscriber service	£5.00
	Int. Payment	Shed Grounds Maintenance – grass cutting	£423.36
	Int. Payment	Clerk Expenses	£65.68
	Int. Payment	Rialtas Business Solutions Ltd – annual charge	£142.80
6	PLANNING		
6.1	Notices of Decision		
	None received.		
6.2	Planning Applications		
	18/01430/PLF – Erection of an oak timber frame detached garage with car port and log store – Ash Tree Farm, South Newbald Road.		
	<i>Resolved:</i> that NPC has no observations to make on the application.		
	Members mentioned that they were concerned about another building being built on the site which appeared to be very overbearing. It was agreed that the Clerk would check that there was definitely planning approval for the scale of the building.		
7	COMMUNITY PUBLIC ACCESS DEFIBRILLATOR (CPAD)		
	The Clerk said that she was in the process of ordering the defibrillator and would continue to progress that.		
8	CEMETERY		
8.1	Decorative Arch		
	The Clerk said that Mrs Fisher was now ready to proceed but needed NPC to find a way to get the gates restored. She felt that could be done in situ.		
	Despite her best efforts, Cllr. Huntington had not yet been able to get a quote for the work but she said she would continue to pursue this.		
	It was agreed that the Clerk should ask Mrs Fisher to supply proper drawings, so the Council could assess whether they were suitable for the cemetery and the Clerk could check whether planning permission was required for the work.		
8.2	Conversion of Brick Building		
	Following an inspection by the Chairman and Cllr. Openshaw, it was agreed that the building		

	<p>needed repointing on the inside and that the weatherboard needed replacing. It was agreed that the Clerk would ask Nick Wainman to quote for this work.</p> <p>Following this, the floor may need painting.</p> <p>The Clerk said she would check with funeral Directors as to what size a standard small plaque is. Members could then make a decision about how much to charge people to put plaques on the wall.</p>
9	<p>SAFETY INSECTIONS OF CEMETERY AND CHURCHYARD</p> <p>Having previously circulated the full inspection reports and summary report to all Members, Cllr. Openshaw discussed the few issues that had come to light.</p> <p>9.1 It was noted that there were a lot of rabbit holes and scrapings in the cemetery. The Clerk agreed to ask Nick Reed to quote on removing these. She also said that she was currently getting quotes for annual pest control at the site.</p> <p>9.2 The notice board in the Churchyard was looking very tired. Cllrs. Huntington and Dongray-Burke said that they would see if steps could be taken by the Parochial Church Council to improve it.</p> <p>9.3 Cllr. Openshaw also reported that the road edge next to Green, from the Old School House to Pear Tree Cottage was very pot holed and that ERYC had not yet taken any action to sort it out. The Clerk said she would chase this up.</p> <p>9.4 It was agreed that the defibrillator guide needs putting in some kind of frame. Cllr. O’Sullivan said she may be able to source a plastic drop in frame which would suit the purpose.</p> <p>9.5 It was noted that the dead tree on the Mires had not yet been replaced. The Chairman said that the tree was in the Prattwood, but that John Hatfield who had been due to replace the tree was still very ill and in hospital.</p> <p>9.6 Cllr. Openshaw noted that the edges of the beck beyond the bridge were very overgrown, though it was acknowledged that this is usually the case.</p> <p>9.7 Cllr. Openshaw had looked at the headstones in the churchyard and had noted that although some were damaged and weather beaten, none were dangerous at the time of doing the inspections. Previously any dangerous headstones in the cemetery had been laid down.</p>
10	<p>BIRD SCARERS</p> <p>See public forum.</p>

11	<p>THE BECK</p> <p>Members noted that a member of the public had been observed putting triple action fertiliser on the grass next to beck outside his home. This included weed killer which could be poisonous to the water voles.</p>
12	<p>TRAFFIC AND PARKING PROBLEMS IN NEWBALD</p> <p>Members discussed the ongoing issue of lorries taking shortcuts through the village, however they were not sure what further action could be taken at this stage.</p>
13	<p>VILLAGE HALL</p> <p>Cllr. Openshaw said there was nothing to report at this stage as the Village Hall meeting had not yet taken place.</p>
14	<p>PARISH TRANSPORT</p> <p>Cllr. Huntington reported that the EYMC Market Weighton shopper bus had now been replaced by a Goole MiBus which, after a short period of needing to be booked ahead of time, was now running on the same terms as the original service.</p>
15	<p>POST OFFICE SERVICE</p> <p>The Clerk said that she had made enquiries about the possibility of a Post Office Service van coming to the village, but had as yet not heard back.</p> <p>It was noted that during the last month the Outreach service at the Village Hall had been more reliable.</p>
16	<p>DOG FOULING</p> <p>Members felt the situation had improved a little.</p> <p>Resolved: that NPC asks the school if it would like to run an anti-dog fouling poster competition with NPC judging and providing the winner with a prize of £20.</p> <p>All the posters will get displayed around the village.</p>
17	<p>LITTER</p> <p>The Clerk said that it seemed to be particularly difficult to get the Community Payback Team to commit to coming to the village, however NPC was still on their list of potential projects and she would chase it up.</p>

18	<p>GDPR</p> <p>The Clerk said that she had implemented GDPR in relation to the Council's email list and was working through all the other criteria and documents, as she had been given delegated authority to do.</p>
19	<p>CENTENARY BENCH</p> <p>The Clerk said that Nick Wainman was going to carry out the work on the centenary bench imminently. Members expressed concern that it may be throwing good money after bad if the foundation of the bench was unstable.</p> <p>Resolved: that Nick is asked to provide an assessment of the bench and what further remedial work may be necessary so that a judgement call could be made on whether it was worth pursuing.</p>
20	<p>NEWBALD COMMUNITY LED PLAN</p> <p>Members considered a report that had been completed by Cllr. Howard relating to the objectives set out in the Community Led Plan, how well they had been met and, if they hadn't, why not. It was noted that some of the key objectives back in 2014 had since proved not feasible or viable.</p> <p>Resolved: that a copy of the report is appended to the original plan so that members of the public can see that the objectives within it have been addressed.</p>
21	<p>CAMPAIGN AGAINST COLD CALLING</p> <p>Cllr. Bowater provided a list of signatures, which included all residents on Galegate. This would enable a Cold Calling Zone to be set up on this road. The Clerk said she would action this.</p>
22	<p>FUTURE OF NEWALD PLAYING FIELD ASSOCIATION</p> <p>The Clerk said it had come to her and the Chairman's attention that Newbald Playing Field Association was struggling to recruit new committee members and may struggle to carry on beyond this year as the existing members had been on the committee for too long already.</p> <p>Resolved:</p> <ol style="list-style-type: none"> i. That Cllr. Dongray-Burke approaches the Chairman of NPFA to try and ascertain the situation ii. That members of NPFA are asked to attend a Parish Council meeting to discuss the future of NPFA iii. That the Clerk tries to find any paperwork relating to NPFA which sets out which body will take on responsibility for the playground and playing field in the event of

	there no longer being a committee.
23	<p>REVIEW OF THE ORGANISATION AND PROCEDURES OF THE COUNCIL</p> <p>Time being short, all items under this heading were deferred.</p>
24	<p>REVIEW OF CEMETERY CHARGES</p> <p>Time being short, this item was deferred.</p>
25	<p>HALL FARM</p> <p>Time being short, all items under this heading were deferred.</p>
26	<p>MEETING VENUES AND DATES</p> <p><i>Resolved:</i> that Members would like to continue to meet at the Village Hall for as long as possible and were happy to pay for the use of the building.</p> <p>The Clerk said she was away on holiday for the scheduled date of the next meeting. It was agreed that the next meeting should be held on Monday 9th July.</p>
27	<p>ERYC COUNCILLORS</p> <p>None in attendance.</p>
28	<p>INFORMATION EXCHANGE</p> <p>Members discussed the weed killer which had been used round the base of many of the village's lampposts and other street furniture, destroying the grass. The Clerk said that she would get in touch with ERYC grass cutting department to try and ensure that remedial action is taken and that it does not happen again.</p>
29	<p>CORRESPONDENCE</p> <p>29.1 Crime Resilience - Humber Watch Event, Country Park Inn, Hessle on 13 June 2018 4pm – Invitation to attend this event received from the Community and Crime Reduction Officer for East Riding Council – noted.</p> <p>29.2 Citizens Advice – request to support and promote the service received from the Volunteer Co-ordinator and Assessor, Citizens Advice Hull and East Riding- noted.</p>

Meeting finished at 9.30pm