

NEWBALD PARISH COUNCIL

MINUTES OF THE MEETING OF NEWBALD PARISH COUNCIL HELD AT NEWBALD VILLAGE HALL ON 6 AUGUST 2018 AT 7.30PM

Present: Councillors G. Steward (Chairman), B. O’Sullivan (Vice Chairman), J. Barrett, T. Bowater, B. Clarke, J. Howard, E. Huntington, G. Lewis, E. Openshaw

In attendance: Suzanne Smith (Clerk to the Council)

1	<p>PUBLIC FORUM</p> <p>None</p>
2	<p>APOLOGIES FOR ABSENCE</p> <p>Cllr. S. Dongray-Burke - away Cllr. B. Smith – away</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 12 – non pecuniary Cllr. Lewis – item 12 – non pecuniary Cllr. Openshaw- item 12 – non pecuniary Cllr. Barrett – item 6.3 – 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 9 July 2018 are signed as a correct record.</p>
5	<p>FINANCE</p> <p>5.1 Financial Report</p> <p>The Clerk tabled a financial report for Members to consider.</p> <p>Resolved: that the Financial report is noted and approved. (see Appendix 1).</p>

5.2	<p>Approval of Payments</p> <p><i>Resolved:</i> 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: 70%;">Clerk Salary</td> <td style="width: 15%; 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> <tr> <td>Int. Payment</td> <td>East Riding Pension Fund</td> <td style="text-align: right;">£407.12</td> </tr> <tr> <td></td> <td>Pocket card Stargrange – monthly cost for email subscribers</td> <td style="text-align: right;">£5.00</td> </tr> <tr> <td>Int. Payment</td> <td>Shed Grounds Maintenance – grass cutting</td> <td style="text-align: right;">£423.36</td> </tr> <tr> <td>Int. Payment</td> <td>Yorkshire Water – cemetery water+sewerage</td> <td style="text-align: right;">£28.56</td> </tr> <tr> <td>Int. Payment</td> <td>Newbald Village Hall – room rental for 2018</td> <td style="text-align: right;">£138.75</td> </tr> </table>	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 subscribers	£5.00	Int. Payment	Shed Grounds Maintenance – grass cutting	£423.36	Int. Payment	Yorkshire Water – cemetery water+sewerage	£28.56	Int. Payment	Newbald Village Hall – room rental for 2018	£138.75
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6	<p>PLANNING</p> <p>6.1 Notices of Decision</p> <p>6.1.1 DC/18/0TPO-1971 (REF:131) A2 Sycamore x 6: 4.5m canopy raise, Ash x 2: 4.5m canopy raise – to improve form and light into garden – Deepdale House, 2 Vicarage Lane - planning permission granted.</p> <p>6.1.2 18/01560/PLF – Erection of extension and re-modelling of existing office building to provide additional office space – Smallwold Farm, High Hunsley Road – planning permission granted.</p> <p>6.2 Planning Applications</p> <p>6.2.1 18/01968/VAR – Variation of Condition 7 (approved plans) of planning permission 15/00713/PLF (Erection of a pair of semi-detached dwelling and integral garages) to replace approved stone walls with brick walls – Development land, South Newbald Road</p> <p><i>Resolved:</i> NPC thinks that this application should be refused on the grounds that the stone work will make the new properties more aesthetically pleasing, in keeping with the area and help them to blend in with the neighbouring buildings and walls.</p> <p>6.2.2 18/02170/PLF – Erection of first floor extension and installation of roof lights to rear – 6 Burgate</p> <p><i>Resolved:</i> that NPC has no observations to make on this application.</p> <p>6.2.3 18/02423/TCA – Cherry: reduce by 20%, Ash: reduce limbs overhanging the highway. Ash: prune to improve form – Yew Tree House, 51 Eastgate</p> <p><i>Resolved:</i> that NPC has no observations to make on this application.</p> <p>6.2.4 18/02406/PLF – Erection of a two storey extension to rear – 7 Church Mount</p> <p><i>Resolved:</i> that NPC has no observations to make on this application.</p>																					

6.2.5	<p>Appeal against Planning application 17/04092/PLF - Land North Of Sands Top Cemetery, Sands Top, North Newbald</p> <p>The Clerk said that the appeal had not yet been received and could therefore not be considered at this stage.</p>
6.3	<p>Planning applications received between the publishing of this agenda and the meeting</p> <p>None received.</p>
7	<p>COMMUNITY PUBLIC ACCESS DEFIBRILLATOR (CPAD)</p> <p>7.1 Installation Of A Defibrillator In South Newbald</p> <p>Cllr. Bowater confirmed that the installation would be carried out on Thursday 9 August by PJS Electrical & Alarm Services Ltd, who had kindly offered to do it for free. The Clerk said that she would make contact with the company to say thank you on behalf of the Parish Council. Cllr. Lewis said that he would go along on the Thursday to say thank you in person.</p> <p>7.2 Public Training In The Use Of Defibrillators</p> <p>The Clerk said that she was currently in discussion with an employee of the Yorkshire Ambulance Trust to arrange some First Aid training.</p> <p>Cllr. O’Sullivan said that she would also contact her neighbour, who may also be able to provide such training.</p> <p>7.3 Defibrillator Guide Holder</p> <p>Members agreed on a plastic holder to be bought for the telephone box.</p>
8	<p>CEMETERY</p> <p>8.1 Damage caused to headstones/graves by grass cutting machinery</p> <p>The Clerk said that although the damaged grave stone had not yet been repaired, a representative from the company that does the grass cutting was in constant liaison with Rotherham’s and so the issue was very much in hand.</p> <p>8.2 Decorative arch at the entrance to the cemetery</p> <p>Members considered feedback from Brian Fell Ltd about the proposed construction and materials of the decorative arch. They agreed that they still did not have sufficient information to make any firm decisions about the arch. Members asked if they could meet a representative from Brian Fell to discuss the matter further. The Clerk said that she would organise this.</p> <p>The Clerk said that she had established that, providing the construction was less than 4m tall and totally within the curtilage of the cemetery itself, it would not need planning permission.</p>

8.3	<p>Brick building conversion to memorial place</p> <p>Members considered quotes for re-pointing the interior brickwork and replacing weatherboarding and agreed that Nick Wainman's quote for £550 should be accepted.</p>
8.4	<p>Grave Space Request</p> <p>The Clerk discussed a request to reserve a grave space which currently was being held free in case the Parish Council decided to create a Garden of Remembrance. She explained that this was the second person to request this particular space and she wondered if it could be freed up for this purpose. This particular area of the cemetery was currently very popular and there were not many spaces available.</p> <p><i>Resolved that</i></p> <ol style="list-style-type: none"> i. the grave space should be offered to the original person that requested it and, should they not want it, then it could be offered to the new person requesting it. Otherwise discussions with the two families should be held to reach an agreement on reservations that suits them both. ii. that the area reserved for the potential Garden of Remembrance should be freed up and used as grave spaces.
8.5	<p>New Bench for the Cemetery</p> <p>The Clerk said that the Hatfields had offered to provide a bench for the back part of the cemetery.</p> <p><i>Resolved:</i> that NPC accepts their kind invitation.</p>
9	<p>THE BECK</p> <p>Cllr. Clarke reported that she had seen a resident treating the grass at the side of the beck with Westland Aftercut triple action fertiliser, a product which contained weed killer. This caused her concern because it was a public area and the resident did not have a license. The granules were not watered in and therefore would fall into the beck, potentially causing problems for anything going into the water, such as dogs and children.</p> <p>Members shared her concerns and it was</p> <p><i>Resolved:</i> that the matter should be reported to ERYC to see whether they wish to take any action.</p>
10	<p>SNICKET/GINNEL BETWEEN EASTWOLD AND TOWNSIDE ROAD</p> <p>Members discussed the dilapidated wall at the side of the snicket and questioned whose responsibility it was to take remedial action. Cllr. O'Sullivan said that she would talk to her neighbours to see if she could ascertain who the wall belonged to.</p>

11	<p>TRAFFIC AND PARKING PROBLEMS IN NEWBALD</p> <p>The Clerk said that she had written to the Head of Highways, ERYC, regarding Ratten Row once again but had not yet had a response.</p> <p>Cllr. Lewis said that the tyres on his car had been damaged as a result of hitting a kerb on Ratten Row while avoiding other traffic on the tight bend from South Newbald Road. Members agreed that the blind corner on the junction was an accident waiting to happen.</p> <p>Cllr. Huntington said that the raised white lines also needed to be addressed as they were a danger to cyclists.</p> <p>It was agreed that the Clerk would continue to liaise with John Hannah about the situation.</p>
12	<p>VILLAGE HALL</p> <p>Cllr. Openshaw reported that all grant applications had been submitted and they were now waiting for the results. The next meeting of the VHMC was due in 2 weeks time and it was expected that there may be an update then.</p> <p>The VHMC were currently trying to ascertain why they had received an exorbitant water bill.</p> <p>In relation to item 18, he also said that the Village Hall had liaised with Arnold Underwood, author of the walking website, and had made it clear to him that walkers were welcome to park in the Village Hall car park and use the honesty box there. Mr Underwood had committed to reinstating the Newbald walking guides.</p>
13	<p>DOG FOULING POSTER COMPETITION</p> <p>Members considered the dog fouling posters and determined who the overall winner and the winners from each category should be.</p> <p>It was agreed that the Clerk would reproduce the winning posters in order to put them up around the village.</p>
14	<p>NEWBALD PRIMARY SCHOOL</p> <p>Members considered a request from the Head of Newbald Primary School to establish a closer relationship between the school and the Parish Council.</p> <p>It was agreed that the Chairman, Cllr. Huntington and Cllr. Barrett would have a meeting with the Head of Newbald Primary School in September.</p>

15	<p>HIMALAYAN BALSAM ON THE MIRES</p> <p>The Clerk said that she had approached Yorkshire Wildlife Trust about removing the Balsam, but had not received a response. She had also contacted various companies to get quotes on doing the work. That morning, on attending the site with one of the contractors, she had discovered that the balsam had been removed. She said she did not know who had done the work, but obviously for now, it solved the problem.</p> <p>The companies she had contacted had recommended spraying, but this could not be done after the plants had been cut back in this way, so it may be something for the future.</p>
16	<p>CAMPAIGN AGAINST COLD CALLING</p> <p>The Clerk said she had now managed to speak to Jody Nightingale and was carrying out the next step in the process of turning Galegate into a No Cold Calling zone. She said she had been informed there was quite a back log so it may take a while before the signs are put up.</p>
17	<p>HALL FARM</p> <p>The Clerk said that after lots of research, she had finally spoken to a Conservation Officer at ERYC who, after viewing it, said that the wall was fairly standard in its era and therefore would not be eligible for becoming a Listed Structure. However, it would be afforded some protection by virtue of the fact that most of it runs through a conservation area. He thought that no-one would get planning permission to completely knock the wall down; however they might get permission for a sympathetically designed entrance. Of course, the Parish Council would be consulted on any such applications.</p> <p>Members agreed that the Trustees should be informed that the wall is now in a poor state and in need of repair, particularly as falling masonry was now a threat.</p>
18	<p>WEBSITES FOR WALKERS</p> <p>Given the walking websites had corrected their suggestion that Newbald did not welcome walkers because of the parking situation, no further action was felt to be necessary.</p>
19	<p>PARISH TRANSPORT</p> <p>Cllr. Huntington said that she had a meeting the next day with Anita Liley and representatives from Beverley Community Lift, with a view to setting up a paid service for those residents suffering from lack of transport.</p> <p>She said that Members may want to consider whether they would consider funding such an initiative from the Sober Hill Wind Farm Community Benefit Fund.</p>
20	<p>SOBER HILL WIND FARM COMMUNITY BENEFIT FUND</p>

	Members considered when to open the Sober Hill Wind Farm Community Benefit Fund and agreed that the deadline for receipt of the application forms should be the end of October, so that NPC could have November to look at the forms and come to a decision by early December.
21	<p>POST OFFICE SERVICE</p> <p>The Clerk said that she had been referred to another person at the Post Office. She felt that the battle to get a response generally made her feel that the Post Office was not going to look favourably on the request to have a post van visit the village.</p> <p>Members noted that the current Post Office service was more reliable than it had been in the recent past.</p>
22	<p>ERYC COUNCILLORS</p> <p>None in attendance.</p>
23	<p>INFORMATION EXCHANGE</p> <p>23.1 Members discussed the very heavy downpour just over a week ago, which led to many outdoor areas being flooded.</p> <p>23.2 Cllr. Lewis raised concerns about NPFA and what would happen to the facilities if the current committee did not feel able to continue. It was agreed this would go back on the agenda for the September meeting, which would be after the strong appeal in the September 2018 newsletter for people to volunteer to be part of the NPFA committee. Members agreed that the Chairman of NPFA should be invited to attend again and asked to provide quite specific information about their plans for the future and fundraising.</p>
24	<p>CORRESPONDENCE</p> <p>24.1 Flood and Coastal Risk Service – request to complete a survey received from Flood Risk Strategy, ERYC.</p> <p>Given the concerns raised about flooding, Members agreed that the Clerk should complete the survey on NPC’s behalf.</p>

Meeting finished at 9.23pm

**APPENDIX 1
FINANCIAL REPORT**

NEWBALD PARISH COUNCIL

BANK RECONCILIATION**FINANCIAL YEAR UP TO 31/7/18**Prepared by Suzanne Smith, Responsible Financial OfficerDate 06/08/2018**Balance per bank statements as at 31 July 2018**

£

NPC Unity Current Account Balance	29,012.92
Sober Hill Wind Farm Current Account Balance	12,363.66
Sober Hill Wind Farm Deposit Account Balance	2,435.46
Pockit Card	23.87

43,835.91Less unpresented cheques 0.00Add unbanked cash/cheques 0.00Net balances at at 31 July 2018 **43,835.91**

The net balances reconcile to the cash book (receipts and payments) for the period, as follows:

CASH BOOK

Opening balance 1 April 2018	46,894.63
Add: Receipts in the year up to 31/7/18	20,638.76
Less: Payments in the year up to 31/7/18	<u>-23,697.48</u>

Closing balance as at 31 July 2018 **43,835.91**

Date 01/08/2018		Newbald Parish Council Current Year			Page 1	
Time 14:36		Council Detail Report 31/07/2018				
	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
RECEIPTS						
Income						
Precept	15,489	30,978	15,489			50.0%
Bank Interest Received	1	14	13			8.4%
Cemetery Income	2,961	500	(2,461)			592.2%
Wind Farm Admin Fee	0	2,768	2,768			0.0%
Sober Hill Wind Farm						
Wind Farm Admin Fee	0	2,768	2,768			0.0%
VAT Data						
VAT on Receipts	2,187	0	(2,187)			0.0%
TOTAL RECEIPTS	20,639	37,028	16,390	0	0	55.7%
PAYMENTS						
Sober Hill Wind Farm						
Wind Farm Grant - Church Rooms	5,017	0	(5,017)		(5,017)	0.0%
Wind Farm Grant - Village Hall	3,000	0	(3,000)		(3,000)	0.0%
Bank Charges	18	0	(18)		(18)	0.0%
Administration						
Insurance	0	300	300		300	0.0%
Clerk	4,874	13,984	9,310		9,310	33.4%
HMRC Tax/NI	983	2,826	1,844		1,844	34.8%
Pension Cost	1,628	5,182	3,553		3,553	31.4%
Administration Expenses	1	50	49		49	1.0%
Training Expenses	0	94	94		94	0.0%
Staff Expenses	52	156	104		104	33.3%
Mileage Costs	15	50	35		35	30.0%
Broadband/Telephone	53	200	147		147	26.3%
IT & Software	254	250	(4)		(4)	101.6%
Defibrillator Costs	0	70	70		70	0.0%
Dog waste costs	29	124	95		95	23.6%
Community Engagement Fees	32	250	218		218	12.8%
Audit Fees	287	594	307		307	48.3%
Newsletter & Associated Costs	125	480	355		355	26.0%
Postage & Stationery	0	100	100		100	0.0%
SLCC/ERNLLCA	498	666	168		168	74.8%
Grants and Donations	2,987	5,000	2,013		2,013	59.7%
Bank Charges	18	144	126		126	12.5%
Council Activity						
Christmas Tree & Lights	0	400	400		400	0.0%
Maintenance	449	773	324		324	58.1%
Clock	155	160	5		5	96.9%
Street Lighting	0	2,019	2,019		2,019	0.0%
Capital Acquisitions	1,165	0	(1,165)		(1,165)	0.0%
Cemetery						
Council tax/Utilities	24	206	182		182	11.7%
Maintenance	0	592	592		592	0.0%

Continued over page

Date 01/08/2018		Newbald Parish Council Current Year			Page 2	
Time 14:36		Council Detail Report 31/07/2018				
	Actual Year to Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
Grass Cutting	762	2,325	1,563		1,563	32.8%
Churchyard						
Maintenance	0	500	500		500	0.0%
Grass Cutting	762	1,754	992		992	43.4%
VAT Data						
VAT on Payments	710	0	(710)		(710)	0.0%
TOTAL PAYMENTS	23,697	39,249	15,551	0	15,551	60.4%
Total Receipts	20,639	37,028	16,390			55.7%
Total Payments	23,697	39,249	15,551	0	15,551	60.4%
Net Receipts over Payments	(3,059)	(2,220)	838			
plus Transfer from EMR	8,017					
less Transfer to EMR	0					
Movement to/(from) Gen Reserve	4,958	(2,220)	(7,179)			