

WILBERFOSS PARISH COUNCIL

Clerk: Sarah Wills 2 Paddock Close Wilberfoss YORK YO41 5LX.

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MINUTES

18th April 2024

Present: Chair Richard Rains, Vice Chair Lynda Hoyle and Cllrs David Barnett, Colin Veitch and Stuart Savage.

The 15-minute question time was not utilised.

1. Apologies were accepted from Cllrs Michelle Wallis and Alan Mercer. Although there had been no applications for the current vacancies, two electors have shown an interest, following Cllr Veitch's approach.
2. There were no declarations of interest made by any Councillor present.
3. The Minutes of the Meeting of the 21st March 2024 were signed as a true record.

4. Planning Matters

- 4.1 Councillors received notification of a follow-up Planning Application for Planning Application 22/03091 | Siting of 15 holiday chalets | Land west of Southfield Farm, Hull Road, Wilberfoss. The application sought to discharge a number of pre-conditions. The applicant has been advised that they carry on developing at their own risk.
 - 4.2 Councillors were notified that Planning Application 24/00179/PLF | Certificate of Lawfulness for proposed siting of a mobile home for ancillary use to main dwelling | Old West Farm, Old Green Lane, Wilberfoss had been refused.
 - 4.3 Councillors considered Planning Application 24/00528/PLF | change of use of land to extend domestic garden and construction of wooden footbridge over Foss Beck | Lowside 4A Main Street, Wilberfoss. It was acknowledged that the Internal Drainage Board had no objections to the proposal. With that in mind, Councillors had no observations to make.
 - 4.4 Councillors considered Planning Application 24/00685/PLF | Erection of single storey extension to rear following removal of lean-to pergola, partial rendering of external walls | 12 The Meadows, Wilberfoss and had no observations to make.
5. No Ward Councillor was present at the meeting.
6. The Clerk advised that, in anticipation of a discussion about the budget, she had approached David Smith (ex-Chair), Dennis Bardon (ex-Treasurer) and Louise Ward (ex-admin officer) of the Neighbourhood Watch Group to seek permission to absorb the £225.77 into the Parish Council's general funds. The monies had been ring-fenced but unused since 2017. Agreement was given.

Following a complaint from an elector, the Clerk advised that she had reported a cold caller to Trading Standards through the Ward Councillors.

7. Progress Reports and to address any issues outstanding from previous meetings.

- 7.1 Councillors were aware that the Clerk had challenged East Riding of Yorkshire Council's policy on the installation of Speed Indicator Devices (SIDs), following useful information gathered by Cllr Wallis. An ERYC response has not yet been received and will be chased. The Clerk advised that in addition she will contact Full Sutton Parish Council, who have one fitted. She also advised that she has put a notice in the Newsletter to keep residents informed.
- 7.2 Cllr Veitch advised that the painting of village bridges will be carried out in June/July. He will draw up a Work Order which will include the re-varnishing of Parish Council notice boards with an anticipated expenditure of no more than £150.00.
- 7.3 The Clerk, Cllr Veitch and Cllr Savage had a successful meeting with ERYC Countryside Access Office. Cllr Veitch urged the Parish Council to commend the actions of the CAO, following the meeting. Already, a new gate has been fitted providing access to Footpath 4 from Middlecroft. In addition, the CAO has contacted a number of departments with

ERYC to enable the Parish Council to proceed with the installation of picnic benches on the Amenity Land. It was agreed to site them close to the existing bench at the Brownie Garden. The Parish Council had received an objection, but the CAO suggested the benefit to the community far outweighed concerns about 'anticipated' anti-social behaviour, especially as the existing bench onsite is not misused. To further enhance the recreational space, the CAO is supplying and installing two oak sleeper benches along Footpath, 4 which runs the length of the field. All the additional furniture will be screened by existing trees. Increased use of the land for recreation could help to eliminate the current dog fouling issue.

The Clerk advised that she will chase ERYC Property Department regarding consent to put a picnic bench on amenity land adjacent to the beck on Main Street and at the same time, enquire about the siting of a bench on Willow Park Road to offer respite to elderly residents from Willow Park Road walking to and from the shop.

7.4 Councillors acknowledged that two electors had shared concerns about the positioning of a bus shelter on Main Street, one acknowledging the loss of their own view and the other referred to the aesthetics of what they considered the village green. Both complaints were acknowledged but they were not representative of the village as a whole, so the Clerk was instructed to complete the online consent form, required by East Riding of Yorkshire Council.

7.5 Cllr Veitch was pleased to share that the drainage works to the beck have been completed ahead of schedule. The wooden bollards will be fixed when the contractor has access to the outer sleeves. Cllr Veitch is awaiting a final inspection with the ERYC Engineer. Grass seed has been sewn on site and the community is asked to refrain from walking on it. A double-wheeled tractor has already been witnessed mounting the new curbs, causing damage that the contractor subsequently fixed. The Clerk questioned whether a width limit restriction could be considered on Beckside. Cllr Veitch was thanked for his efforts in project managing the works.

7.6 The Clerk advised that for East Riding of Yorkshire Council to release the 2024 allocation of the Quarry Fund, invoices must be submitted for the 2023 allocation. As there is a delay in the painting of the bridge and the purchase of a SID, invoices for printing the Newsletter, together with receipts for the purchase of plants for the Brownie Garden have been submitted. Cllr Hoyle is the Parish Council's representative on the Scheme's Steering Committee and if she cannot make the meeting, another Cllr will attend on behalf of the Council.

7.7 The Clerk advised that adhesive stickers cannot be fixed to salt bins because they will not be long lasting due to the corrosive content of the bins. Instead, the Clerk has put a link to reporting a salt bin as empty on the parish website. This will be shared with the community towards the end of the year.

8. **Environment & Community Matters (to include Highways & Footways, Health, Education, Policing, Street Lighting and Community Groups)**

8.1 The Clerk notified Councillors of a small funding pot, administered by East Riding of Yorkshire Council to celebrate the upcoming 80th anniversary of D-Day. Cllr Savage updated Cllrs on numbers for the Elders Party, taking place on the 2nd June, and it was agreed that a funding bid would be submitted to support this event.

8.2 Cllrs Rains and Veitch joined the well-attended East Riding of Yorkshire Council's Crime Prevention and Community Safety event. The main topics of conversation were burglaries, environmental issues relating to fly-tipping, dog warden issues and the use of the Community Payback Scheme where Lee Kellington encouraged communities to put projects forward to be carried out through the community service scheme. The Clerk has since reached out to the organiser to ask for the PowerPoint slides which will contain essential information that the Parish Council can share with the community.

9. **Councillors' Reports for future Agendas**

9.1 There were no Councillor reports.

10. **Administration Matters**

10.1 There was nothing to report at the time of setting the Agenda.

11. **Finance** *(in accordance with The Local Government (Access to Information) (Variation) Order 2006, Part 4(19)) members of the public will be asked to leave the meeting before details of the employees' salaries are revealed but will be permitted to stay for all other payment details. Copies of the Parish Council Minutes are displayed on the two Parish Council village notice boards on Main Street and Willow Park Road and on the parish website (www.wilberfossparish.org.uk).*

11.1 The Clerk sought approval of the following payments:-

Cllrs Expenses (Cllr Veitch – travel)	£22.05
Combined staff costs	£749.10
Parish Council PAYG SIM (1 ½ months)	£16.77
Broadband Expenses - EE	£59.99
Telephone/Broadband (February/March)	£163.64
James Horsley Limited (grounds maintenance)	£565.07
Post Haste (Newsletter production)	£300.00
ERNLLCA Annual Membership	£786.63
Wilberfoss Community Centre (Hire Charges)	£22.00

11.2 The Clerk requested authorisation to move £1,000 from the Reserve Account to the Current Account to cover April's payment, as the first payment of the 2024-2025 Precept has not been received. Authorisation was granted.

11.3 Councillors considered the updated budget provided by the Clerk. The number of hours worked by the Litter Picker will be reviewed at next month's meeting. In addition, at the meeting with the Countryside Access Officer it was established that both the Parish Council and East Riding of Yorkshire Council may be cutting identical parts of the parish paths. The Clerk was asked to establish which areas James Horsley is cutting. The grass cutting tender was subsequently shared with Parish Councillors.

11.4 The Clerk reminded Councillors that May's meetings will take place on Thursday, 23rd May, starting at 7.00 pm with the Annual Parish Meeting, followed by the Annual Parish Council meeting and then the monthly Parish Council meeting.

11.5 The Clerk advised that she has completed the Annual Governance & Accountability Return. She has made contact with the Internal Auditor who will check the Accounts and submit his report in time for the Accounts to be signed off at the Annual Parish Council meeting on the 23rd May. Once the Parish Council has sign-off from the Internal Auditor, the VAT Return will be submitted. Electors can have access to the accounting information between the 3rd June and the 12th July 2024.

Meeting closed:- 21.27

The next meeting of Wilberfoss Parish Council will take place on Thursday 23rd May from 7.00 pm, featuring the Annual Parish meeting, Annual Parish Council meeting and Parish Council meeting.

Chair Clerk