

# WILBERFOSS PARISH COUNCIL

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## MINUTES

15<sup>th</sup> August 2024

**Present:** Chair Richard Rains and Cllrs David Barnett, Colin Veitch and Michelle Wallis, together with Ward Cllr Dale Needham, a member of the public and Gemma Gibbs whose application the Parish Council was considering for co-option.

The 15-minute question time was used by the member of the public to request the resurfacing of Main Street, something that had been promised many years ago. Cllr Needham offered to recommend the works to the East Riding of Yorkshire Council's Highways Team.

1. Apologies were received from Cllrs Alan Mercer, Stuart Savage and Lynda Hoyle. Gemma Gibbs was proposed by Cllr Rains and seconded by Cllr Barnett and was duly co-opted and welcomed. The Clerk will furnish Gemma with all the paperwork necessary to become a Councillor.

2. There were no declarations of interest made by any Councillor present.

3. The Minutes of the Meeting of the 18<sup>th</sup> July 2024 were signed as a true record.

### 4. Planning Matters

4.1 Cllrs considered Planning Application 24/002108/PLF| Siting of a Portakabin and construction of associated ramp, steps and balustrade for use in connection with existing day nursery and after school club and had no observations to make.

4.2 Cllrs were notified that Planning Application 24/01687/PLF | Erection of a two-storey extension to side; construction of new door with canopy to side; remove porch to front and side and replace with timber frame canopy; remove existing bay windows and reconstruct with insulated flat roof, UPVC sliding sash windows and brick walling; form new window opening; removal of chimney to rear and erection of a detached garage following removal of covered yard, garage and shed | Hill Farm, York Road, Wilberfoss had been approved.

4.3 Councillors were notified that Planning Application 24/01858/PLF| Erection of single storey extension to rear|10 St Oswald's Close Wilberfoss and had been approved.

5. Cllr Needham advised that it is holiday season at East Riding of Yorkshire Council and many committees are taking a break over the summer. He advised that he had shared news of a funding opportunity for schools to the Clerk who confirmed she had passed it to the Head at Wilberfoss School. He further advised that a motion regarding the installation of SIDS had been passed and the Clerk confirmed that she had shared details with full Council. There had been no further update on either the Local Plan sign-off or the A1079 dual-carriageway proposal. The Clerk was encouraged to take another look at the DIFEY fund as Ward Cllrs have an allocation and are looking for projects to endorse.

6. The Clerk advised that trees on the amenity land off Main Street have been pruned in anticipation of this year's Duck Race, and to facilitate the maintenance of a section of the western bank of Wilberfoss Beck. Cllrs authorised payment of the invoice when it is received.

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

7.1 As Project Manager, Cllr Veitch was pleased to report that the bus shelter on Main Street has been installed. He has been impressed with the contractors, ACE Shelters. The shelter will be fitted with a perch seat. Settlement of the invoice has been delayed until the seat is fitted. It was acknowledged that the project has been made possible through the allocation of funds from the **Wilberfoss Quarry Fund**, set up by Wilberfoss Quarry & Landfill and shared between Wilberfoss and Newton on Derwent Parish Councils.

There have been positive reactions to the bus shelter on social media and it was acknowledged that along with maintenance of the village bridges, trees and Wilberfoss Beck, and siting of the picnic bench, the area has been enhanced.

- 7.2 Cllrs Veitch advised that the project to paint the village bridges and varnish the Parish Council notice boards has been completed and that Amy of AR Decorating Services could be recommended to others. Cllr Veitch proposed that the Council budget to maintain the bridges on a 3-5 year programme and advised that, despite maintenance to Butcher's Bridge it remains in a poor state and should be monitored. Ward Cllr Needham asked the Clerk to share contact details of AR Decorating Services with the Clerk at Stamford Bridge Parish Council.
- 7.3 Councillors acknowledged that, between the first and second consultation meeting, Andrew Hoyer has resigned as the paid village Litter Picker. His resignation has been accepted by the Parish Council and an acknowledgement will be sent, along with a P45 and any salary and holiday pay owed. Andrew is thanked for his continuous long service and dedication to the role.
- 7.4 The Clerk advised that despite her efforts, and without sufficient knowledge of website design, she is unable to complete the work necessary for the Parish Council's website to meet the WCAG202 website accessibility regulations, due in October. Cllr Veitch suggested reaching out to the community to ask for volunteer help. Gemma also suggested Councillors visit Dunnington Parish Council's website for an excellent example of a Parish Council website. She also offered to reach out to a contact regarding the regulations.
- 7.5 Following the initial consultation meeting with the Litter Picker, the Clerk reached out to CostCutter via their Head Office to request the reinstatement of a litter bin. The Council's request was directed to the store but to date no litter bin has been provided. If a litter issue develops following the resignation of the paid Litter Picker, Cllr Veitch suggested a meeting between the Manager and the Parish Council.

The Clerk has reported to East Riding of Yorkshire Council an incident of fly-tipping at the bottom of Cherry Hill.

- 7.6 The Clerk advised that, in anticipation of the annual Duck Race, she had reached out to Wilberfoss Drainage Board about the planned removal of vegetation from the watercourse. The Drainage Board have authorised the removal, but it does need to be established what will happen to the waste. As a member of the Duck Race committee, Gemma offered to find out. It was established that the committee is light on volunteer first aiders for the event and Cllr Veitch offered to approach a neighbour who is qualified.

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

- 8.1 It was established that the litter bin at Church Bridge has seen an increase in usage and has been reported as overflowing. Councillors agreed unanimously to pay for the installation of a wheelie bin sized litter bin, which should help mitigate the issue. Some of the litter bins in the village are already larger – Birker Lane/Field Head, Main Street (shop), Play Area.
- 8.2 In anticipation of the Police & Crime Commissioner's attendance at the September Parish Council meeting, Cllrs proposed to raise the issue of SIDS and the requirement to have them moved, staffing levels at Pocklington Police Station. Pocklington Provincial Ward Councillors were consulted subsequent to the meeting and have added the issue of having a police presence in Pocklington at the start and end of the school day, along with road improvements and renovation on the A1079 through the Pocklington Provincial Ward.
- 8.3 There has been no further contact from the Wilberfoss Allotment Association with regard to the use of ring-fenced funds to retrospectively purchase a lawn mower.
- 8.4 The Clerk advised that as Manager of Wilberfoss Community Centre she has been successful in two funding bids – the first has secured £6,489.24 through the UK Shared Prosperity Fund for digital enhancements to the Community Centre and help for those who are not confident using the internet or other digital technology. The second has secured £14,000.00 through the National Lottery Community Fund to begin the process of a sustainable upgrade to the Community Centre.

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

- 9.1 Cllr Veitch encouraged Cllrs to consider projects for the 2025/2026 financial year, in anticipation of setting a budget for the year. In addition, he requested the Clerk to provide a spending projection to the year end.

9.2 The Clerk advised that she will include the topic of SIDS on the next Agenda so that a further discussion can take place regarding the way forward.

10. **Administration Matters**

10.1 There was nothing to report.

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](http://www.wilberfossparish.org.uk)).*

11.1 The Clerk sought approval of the following payments:-

A transfer of £3,500 from the Reserve Account to the Current Account was authorised

AR Decorating (bridge painting)	£1,206.98
Wilberfoss Community Centre (hire charges)	£22.00
Speedy Street Solutions (bus shelter)	£4,794.00
Broadband & Mobile Expenses	£69.99
Combined staff salaries	£794.86
AR Decorating (bridge painting)	£486.00
Post Haste (Newsletter printing)	£300.00
James Horsley Limited (grounds maintenance)	£517.37
IONOS Cloud Limited (website hosting)	£15.00

The Clerk confirmed receipt of the 2024 allocation of the Wilberfoss Quarry Fund of £3,519.25 which will contribute towards the cost of the newly installed bus shelter on Main Street.

11.2 Following the meeting, Councillors voted to adopt the 2024 Financial Regulations.

Meeting closed:- 21.05

The next meeting of Wilberfoss Parish Council will take place on Thursday 19<sup>th</sup> September 2024 from 7.30 pm

Chair ..... Clerk .....