

WILBERFOSS PARISH COUNCIL

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

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MINUTES

15<sup>th</sup> February 2024

**Present:** Chair Richard Rains, Vice Chair Lynda Hoyle and Cllrs David Barnett, Michelle Wallis, Colin Veitch and Alan Mercer, together with Ward Councillor Andrew Cousins and one member of the public.

In the 15-minute question time a resident raised the issue of a letter they had received from East Riding of Yorkshire Council Planning Department. The same letter was received by Cllr Mercer and related to the height of a boundary fence to the front of their respective properties. The Planning Department has suggested both need planning permission. Ward Cllr Cousins agreed to follow the matter up on the residents' behalf, especially as the planning officer had acknowledged that the wording on the East Riding Planning Portal does not match legislation. Cllr Veitch suggested neither party submit a planning application until further information is provided.

1. Apologies were received from Cllr Savage. In addition, it was acknowledged that Cllr Johnson had resigned. The Clerk advised that the statutory notices have been displayed and that if 10 electors do not call for an election, the Parish Council can co-opt from the 1<sup>st</sup> March 2024. There have been no applications for the current vacancy. The vacancy will continue to be advertised.
2. As Editor of the Newsletter, Cllr Wallis declared a non-pecuniary interest in item 8.5 of the agenda.
3. The Minutes of the Meeting of the 18<sup>th</sup> January 2024 were signed as a true record.

4. **Planning Matters**

4.1 Councillors were notified that Planning Application 23/03588/PLF | Siting of a modular show house following demolition of existing bungalow (retrospective application) | Site of Bramble Dene, Hull Road, Wilberfoss had been **denied permission**.

4.2 No further applications or notifications had been received.

5. Ward Cllr Andrew Cousins advised that he had heard nothing more on the Parish Council's query about parish boundaries. He encouraged Cllrs to respond to the consultation on the proposed Devolution. Cllr Veitch advised that he had reported a deep pothole but that it had not been filled. Cllr Cousins advised of a £9 million under-funding.

Cllr Cousins advised that he has encouraged ERYC Highways to carry out remedial work to A1079 junctions where white lining is faded. A brief discussion took place regarding the removal of lighting columns from central pedestrian crossings in Wilberfoss and Barmby Moor. Because some had presumed ERYC was planning an upgrade and others thought they may have been removed after RTAs, the Clerk will follow-up with ERYC Highways.

6. The Clerk confirmed there had been no urgent decisions taken since the last meeting.

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

7.1 The Clerk advised that a mole contractor has been appointed.

7.2 Cllr Rains advised that he had spoken to a Road Safety officer at the Communities & Environment meeting who had advised that if the Parish Council is considering the installation of speed activation signage, they choose a supplier who is able to set an upper speed limit on the equipment. The Clerk confirmed that she had already made enquiries and all three suppliers are able to meet the criteria.

7.3 Cllrs acknowledged the speed survey results where a week's monitoring evidenced 28 offending vehicles. The Clerk advised that she is struggling to get commitment from Traffic Management at East Riding of Yorkshire Council to meet on site or provided criteria for the siting of the equipment. Ward Cllr Cousins asked for 2 weeks to follow this up and advised that he will copy Paul Bellotti, Executive Director of Communities & Environment, into any correspondence. Cllr Veitch asked the Clerk to produce an Excel spreadsheet showing what each supplier is offering.

7.4 The Clerk advised that she had received confirmation from David Brown, Assistant Principal Engineer, at East Riding of Yorkshire Council that the Parish Council can paint 3 of the 4 bridges in the village. A delay is necessary before Church Bridge can be painted because it is subject to English Heritage approval. The Clerk was asked to seek quotes for the works and she reminded Cllrs that some paint and equipment has already been purchased.

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

8.1 A discussion took place regarding the Parish Council funding community projects. In addition to painting the village bridges and the purchase of speed indicator signage, these included the purchase of plants for the Brownie Garden on the Amenity Land off Storking Lane, at a cost of around £60, the purchase of hawthorn bushes for Jubilee Wood on Ings Road, the cost is unknown but will be nominal, the purchase of picnic tables for the Amenity Land off Storking Lane and the provision of a bus shelter for the bus stop on Main Street, opposite Willow Park Road. Residents will be asked for comment through the Newsletter on the picnic bench and bus shelter proposal.

8.2 Cllrs were in agreement to using £200.00 of ring-fenced Community Fundraising funds to enable the Duck Race Committee to rent BBQ equipment for the annual Duck Race on the 12<sup>th</sup> May.

8.3 Cllrs agreed that if the installation of wooden bollards on the verge on Beckside are what is recommended by East Riding of Yorkshire Council for the flood alleviation works on Beckside, the Parish Council has no objections.

8.4 The Clerk advised of an offer from the Countryside Access Officer of more sleeper benches. Cllr Wallis' suggestion of the Amenity Land off Storking Lane, where public footpath 4 runs the length of the field was agreed upon. A discussion took place about the potential for flooding and the Clerk suggested she would ask the CAO for a site meeting to discuss this, together with a repair to the kissing gate off Middlecroft and the proposal for picnic benches.

8.5 As Editor of the Newsletter, Cllr Wallis made a request for the Parish Council to consider a flexible approach to the printing of the Newsletter, to allow for additional information on an ad hoc basis. Cllr Wallis has been approached by the Head of Wilberfoss School who is hoping to make use of the Newsletter from time to time. It was acknowledged that an increase of 4 pages would cost an additional £100 but it was also acknowledged that a Newsletter is not produced in January, saving £300. Cllrs agreed to a flexible approach, when necessary.

8.6 The Clerk asked the Parish Council to consider having a [WhatsApp Channel](#) when the scheme is rolled out nationally. It will offer the Parish Council an additional opportunity to communicate urgent messages, especially to residents who do not subscribe to social media. It will require the Parish Council to purchase a SIM and have a dedicated mobile number and the Clerk advised that she has a handset she can use. It is a one-way communication tool where mobile numbers are not shared, so there are no GDPR implications. Cllrs agreed to the proposal and the Clerk will monitor for roll-out.

8.7 The Clerk advised that volunteers are hoping to resurrect the Elders Party this year, to coincide loosely with D-Day. The Clerk informed Cllrs that the Parish Council holds ring-fenced funds on behalf of the event but that the Elders Party is self-funded.

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

9.1 Following the notification of the Elders Party, Cllr Veitch queried whether the Parish Council could consider provisioning for younger members of the community. The Clerk advised that there may be some upcoming workshops for teens, taking place in the Community Centre. It was agreed to have a further discussion at next month's meeting.

## 10. **Administration Matters**

10.1 A brief discussion took place regarding the adoption of a Social Media policy. Cllr Barnett suggested that the policy should be more specific about when someone is acting as a Cllr as opposed to when someone is interacting as an individual. The Clerk agreed to re-assess the policy wording.

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:-

Post Haste (Newsletter printing)	£300.00
Combined staff wages	£786.70
SW Windows (bus shelter bi-annual clean)	£80.00
Wilberfoss Community Centre (hire charges)	£22.00
James Horsley Limited (grounds maintenance)	£565.07
IONOS Cloud Limited (website hosting)	£15.00

11.2 It was acknowledged that Cllr Johnson would be removed as a bank signatory. Cllr Mercer (and following the meeting) Cllr Savage both agreed to become signatories.

Meeting closed:- 21.18

The next meeting of Wilberfoss Parish Council will take place on Thursday 21<sup>st</sup> March 2024 from 7.30 pm.

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