

WILBERFOSS PARISH COUNCIL

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

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MINUTES

21st November 2024

Present: Chair Richard Rains and Cllrs David Barnett, Colin Veitch and Gemma Gibbs, together with Ward Cllr Dale Needham.

The 15-minute question time was not utilised.

1. Apologies were received from Cllrs Stuart Savage, Alan Mercer and Lynda Hoyle. It was acknowledged there are now 2 Councillor vacancies that can be filled by co-option. The Clerk continues to advertise through the notice boards, the Newsletter and on the Parish Council website.

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

3. The Minutes of the meeting of the 17th October 2024 were signed as a true record.

4. Planning Matters

4.1 Cllrs considered Planning Application **24/03048/PLF** | Erection of single storey extensions to side and rear | 57 Main Street, Wilberfoss and had no observations to make.

4.2 The Clerk advised that she had received notification that a planning application has been submitted by Engie for an Anaerobic Digestion facility on Long Lane, High Catton. Correspondence from High Catton Parish Council Chair was appraised and welcomed. The Parish Council will know in due course whether they are a consultee but either way, they will submit comments. Notification of the planning application has been shared with the community through the Newsletter.

5. Ward Cllr Needham advised that several white lining and pothole issues in Wilberfoss have been raised with East Riding Highways. He further advised that £119 million of government funding has been awarded to Quickline to install full fibre to rural areas. Finally, he advised that a motion that he had put forward to committee to raise awareness of prostate cancer was unanimously supported. He has urged East Riding of Yorkshire Council to display notices in their public venues and twice yearly in the publication, My East Riding. Councillors supported his actions and thanked him for his efforts.

6. The Clerk advised that she had been required to purchase printer ink.

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

7.1 The Clerk was pleased to report that the new fully accessible .gov.uk website (www.wilberfoss-pc.gov.uk) has gone live. She praised the website designers, Easy Web Sites, for their efficiency and professionalism and is confident that the Parish Council will be well supported going forward. She has received training on the back-office system and is now fully responsible for uploading the content. Cllr Gibbs has begun work on the website's Accessibility Statement, Privacy Notice and GDPR requirements and raised queries about the collection of analytic data, which the Clerk will seek clarification of. Cllrs voted unanimously to move to .gov.uk email addresses, for both the Clerk and Cllrs. The .gov.uk domain will offer better protection to the Council.

A discussion took place regarding the Council's existing website. It was agreed that it would remain open for the next month or so until the Clerk is confident that the new email address and website is being used. She has put a message on the email system and website to redirect users to the new system.

7.2 The Clerk advised that she had reached out to Sutton on Derwent Parish Council about the opportunity to share a Speed Indicator Device (SID). She has begun the completion of the East Riding of Yorkshire Council's Expression of Interest form and Cllr Needham urged the Clerk to contact the Clerk of Sutton on Derwent again about the maintenance and movement of the unit, as this can be a drawn-out process.

7.3 The Clerk reported that Cllr Savage has found a volunteer who will run two first aid courses for residents. He was thanked for his efforts. Cllrs voted unanimously to fund the cost of room hire at the Community Centre and

Cllr Veitch urged Cllrs to push for accredited courses. At the very least it was acknowledged that the Council will need to see evidence of the supplier's credentials and qualifications. A brief note will be added to the Newsletter in anticipation, urging expressions of interest to be sent to the Clerk.

7.4 The Clerk reported that her enquiries to visit Millsike Prison had failed as the time to secure a visit had passed.

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

8.1 Cllrs agreed to the purchase of a replacement East Yorkshire flag. The Clerk informed Cllrs that the flagpole was gifted to the parish by the outgoing Clerk in 2000. The East Yorkshire flag was designed by retired East Riding of Yorkshire Footpaths Officer, Trevor Appleton, and his son.

8.2 Two Cllrs advised that they were recently impacted by a black substance which covered their property. They reported the issue to Environmental Officers at East Riding of Yorkshire Council. A delayed visit by an Officer to a site on the A1079 resulted in the debris already having been cleared. It is understood that a warning letter has been issued and the Clerk will urge residents via the Newsletter to report issues in a timely manner to enable evidence to be collected.

8.3 The Clerk advised Cllrs of East Riding of Yorkshire Council's newly introduced Flood Warden Scheme. The information will be shared with residents who will be urged to consider becoming Wardens.

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

9.1 Cllr Gibbs offered to assess the Council's Retentions policy and offer guidance. Her efforts were appreciated.

9.2 Cllr Rains requested that the Clerk seek guidance from East Riding of Yorkshire Council's Highways Department about whether a verge on Storking Lane could be paved to offer better access to the amenity field. It was acknowledged that this could form part of a biodiversity project in the future.

10. **Administration Matters**

10.1 The Parish Council will not meet formally in December and this information will be shared via the website and Newsletter.

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:-

Wilberfoss Community Centre (Hire Charges)	£22.00
Post Haste (Newsletter printing)	£300.00
Clerk's broadband/landline expenses	59.99
James Horsley Limited (grounds maintenance)	£517.37
The Poppy Appeal (Remembrance Sunday Wreath)	£50.00
Clerk's salary (not disclosed)	-
Clerk's expenses (printer ink)	£46.90
Zurich Municipal (Annual Insurance renewal)	£417.60
IONOS Cloud Limited (website hosting)	£15.00
Easy Web Sites (website hosting and .gov.uk email management)	£55.44

Meeting closed:- 21.18. The next meeting of Wilberfoss Parish Council will take place on Thursday 16th January 2025 from 7.30 pm

Chair Clerk