

# WILBERFOSS PARISH COUNCIL

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

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## MINUTES

18<sup>th</sup> August 2022

**Present:** Vice Chair Cllr Lynda Hoyle and Cllrs Dave Smith, David Barnett, Michelle Wells and Dominic Johnson, together with Ward Councillor David Sykes

The 15-minute question time was not utilised.

1. Apologies received from the Chair, Cllr Richard Rains and Cllr Claire Norman. The Clerk advised that she had received an initial enquiry about the current vacancies but no follow up. It was acknowledged that without the Newsletter, advertising was difficult. Notices are displayed on the Parish Council owned notice boards and Councillors agreed to spread the word.
2. There were no declarations of interest made by those Councillors present.
3. The Minutes of the Meeting of the 21st July 2022 were signed as a true record.
4. **Planning Matters**
  - 4.1 Councillors considered Planning Application 22/02537/PLF | Erection of a single storey extension to front, side and rear (revised scheme 21/03846/PLF) | 2 Wold View Road, Wilberfoss and had no observations to make.
  - 4.2 Councillors were notified that Planning Application 22/01768 | Erection of a single storey extension to side and rear following removal of existing conservator and garage | 68 Willow Park Road, Wilberfoss had been granted permission.
5. Ward Councillor Sykes provided some information that had already been recorded in the Minutes in July. He offered to seek clarification regarding the App being developed by East Riding of Yorkshire Council where residents report potholes, using What3Words as a locator. He notified Councillors of a couple of surveys – one relating to climate change and the other to long COVID rehabilitation. It is understood the Clerk will receive details in due course.
6. The Clerk advised that she had purchased defibrillator chest pads for the Parish Council owned defibrillator at the Community Centre. The existing chest pads expire at the end of August 2022 and she had been informed by Tam Stalker, First Responder, that the defibrillators at St John the Baptist Church and Wilberfoss Pavilion had both been recalled, leaving the defibrillator at the Community Centre the only one available to the community at present.
7. **Progress Reports and to address any issues outstanding from previous meetings.**
  - 7.1 The Clerk advised that the Community Payback team are due on site to start painting two bridges on the 28<sup>th</sup> September. She sought guidance as to the quantity of paint required and Cllr Johnson offered to source the paint and equipment necessary. The Clerk will purchase the refreshments needed.
  - 7.2 The Clerk informed Councillors that the footpath on Main Street, which has been damaged by the roots of a privately-owned tree, will be repaired. It is unclear, however, who will be responsible for the removal of the offending tree so there may be a delay in proceedings.
8. **Environment & Community Matters (to include Highways & Footways, Health, Education, Policing, Street Lighting and Community Groups)**
  - 8.1 Councillors acknowledged the sensitivity of finding a new Editor for the monthly Newsletter. In due course, the Clerk will liaise with the current Editor to advertise the role. The value of the Newsletter was recognised by everyone, and Cllr Wallis offered to look at the Newsletter template, if the Clerk was able to get a copy, to see if

there was anything she could do in the interim. The Vice Chair offered to assist with distribution of the Newsletter to the volunteers, if production was achieved.

- 8.2 The Clerk had briefed Councillors on the need to purchase new defibrillator pads earlier in the meeting.
- 8.3 The Clerk advised that, following a presentation to the Parish Council last year, Daniel Callen has been successful in his bid for BT to install full fibre in Wilberfoss. As part of the Government's levelling up programme, a promise was made to provide nationwide coverage of full fibre to the property (FFTP) by 2025. This promise has been pushed back 5 years to 2030. Councillors acknowledged that with such uncertainty on the Government's timeframe, the opportunity to secure it now is worth pursuing but recognised that some householders may be reluctant to pledge their vouchers because of the scheme's insistence on signing up to faster speeds if the install goes ahead. Some householders may be content with their current broadband speed and cost. Councillors agreed that without the monthly Newsletter in circulation, there is limited opportunity to engage with the community so agreed to temporary advertising material being displayed in the village. There is a limited window of opportunity to pledge household vouchers (89 days from the date of approval). A [website](#) has been set up so that residents can follow the scheme's progress.
- 8.4 The Clerk advised of a slight increase in East Riding of Yorkshire Council's Streetlighting Service Level Agreement – the scheme which covers maintenance of Parish Council owned streetlights. The annual increase is just under £25 and the invoice will be received in due course.

## 9. Councillors' Reports for future Agendas

- 9.1 Cllr Wallis advised that the Kier signage at the entrance to the village has been vandalised and needs replacing. The Clerk will contact ERYC Highways.
- 9.2 The Vice Chair enquired whether the Hazel tree had been planted at Jubilee Copse yet. It hasn't and it was acknowledged that this could be done as far as late autumn. It was acknowledged that planting in the current dry conditions is not ideal.

## 10. Administration Matters

- 10.1 Councillors resolved to sign up to the Civility & Respect pledge and implemented a Dignity at Work Policy.
- 10.2 Councillors were reminded by the Clerk that September's meeting will take place on the 22<sup>nd</sup> September (the fourth Thursday in the month)

## 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:-

Clerk's Expenses (Defib4Life) defibrillator chest pads	£64.79
Combined staff salaries	£684.65
Clerk's telephone and broadband expenses	£195.66
Grimston Landscapes (tree removal at Jubilee Copse)	£768.00
Defib4Life (replacement defibrillator battery)	£294.00
James Horsley Limited (grounds maintenance)	£521.26
Wilberfoss Community Centre (Room Hire)	£15.00
IONOS Cloud Limited (website hosting)	£11.99

- 11.2 Councillors resolved to remain part of the SAAA sector-led auditor appointment regime, rather than find their own external auditor.

Meeting closed 20.45

..... Vice Chair Lynda Hoyle Clerk .....