

# WILBERFOSS PARISH COUNCIL

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

01759 380123/07762 549292

[clerk@wilberfossparish.org.uk](mailto:clerk@wilberfossparish.org.uk)

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

## MINUTES

20<sup>th</sup> February 2020

**Present:** Chairman Judy Abernethy, Vice Chairman David Smith and Councillors Richard Rains, Steve Abernethy, Dominic Johnson and Claire Norman.

The 15 minute question time was not utilised but the Chairman welcomed Councillors Johnson and Norman to their first meeting.

1. Apologies were received from Councillor Henderson. Members acknowledged the resignation of Councillor Ward and the Clerk advised that two vacancies now exist which may be filled by [co-option](#). The positions have been duly advertised.
2. There were no declarations of interest made by any Councillor present.
3. The Minutes of the Meetings of the 16<sup>th</sup> January 2020 were signed as a true record.
4. **Planning Matters**  
  
There were no planning applications to consider and no planning outcomes to note.
5. No Ward Councillors were present at the meeting.
6. The Clerk advised following an emergency incident in the village, a second pair of defibrillator pads had been purchased. Councillor Johnson enquired as to whether provision should be made to supply paediatric defibrillator pads. The Clerk offered to speak to the parish First Responder for guidance.
7. **Progress Reports and to address any issues outstanding from previous meetings**
  - 7.1 The Clerk advised that she had contacted Stephen Hunt, Head of Planning and Development at ERYC, to establish the timeframe for compliance to planning regulations by the owner of Wilberfoss Quarry. This was expected within a matter of weeks. If necessary, a follow up request will be sent before the Parish Council meeting in March.
  - 7.2 All six voluntary members of the Speedwatch Campaign Group have now been trained and are awaiting further instruction from the group co-ordinator, Richard Bishell-Wells. It was acknowledged that the flashing junction signs on the A1079 have been installed and are in working order.
  - 7.3 The Clerk was pleased to report that funds had been received from Costcutter by way of contribution towards the cost of the new litter bin outside the village store.
8. **Environment & Community matters (to include Highways and Footways, Health, Education, Transport, Policing, Street lighting and Community Groups).**
  - 8.1 The next flag flying dates are the 9<sup>th</sup> March (Commonwealth Day) and the 10<sup>th</sup> March, the Birthday of the Earl of Wessex. Councillor Rains agreed to raise the flag.
  - 8.2 Projects under the Parish Council's Action Plan will be considered when results of the Parish Plan have been finalised.
  - 8.3 Councillor Abernethy notified members of a number of fundraising events and entertainment events taking place at the Pavilion. Remedial work will be undertaken to improve the condition of the verges leading to the Pavilion in order to offer better access to wheelchair users. The FA has indicated that it may support the PFA both in the improvement of pitch surfacing and the purchase of equipment.

Action

- 8.4 The Parish Plan was discussed again and the Clerk is awaiting instruction from Councillor Henderson with regard to the school and members of the church before the Plan can be finalised. The use of iPads/tablets in strategic places in the village may be considered in order to reach the whole community. Home visits may also be considered. Paper copies can also be printed but the community will be encouraged to complete the questionnaire online wherever possible.
- 8.5 Three tenders for the grass cutting and maintenance contract were considered. One contractor has been asked to provide further information before a final decision can be made.
- 8.6 The Chairman presented members with the cost of a replacement shed using a local supplier, Sharps. Agreement was given to the purchase and the Chairman will make the necessary arrangements. The Clerk advised that the Management Committee would prefer that the shed is re-located to the garden of the Community Centre.
- 8.7 The Clerk presented members with a quote for cleaning of the village bus shelters and agreement was given to accept the quote. The shelters will be cleaned every six months.
- 8.8 The Parish Council has been made aware of free defibrillator and basic life support training and has agreed to cover the cost of room hire at the Community Centre in order to be able to offer the training to the wider community.
- 8.9 The Clerk confirmed that she had drawn up a letter for the Chairman's signature in order to request the return of the third party funding contribution previously made to Wilberfoss Community Centre, allowing them to secure funding.
- 8.10 The Clerk reported that she had received correspondence relating to an increase in litter on Cherry Hill/Wilberfoss Hill which it is feared could encourage fly tipping. This had been reported to the Clerk previously so it was decided to ask the Litter Picker to alternate his weekly route between the main village thoroughfares and Cherry Hill.
- 8.11 Correspondence regarding overgrown hedges and damage to village verges had been previously circulated to Councillors. It was acknowledged that the East Riding of Yorkshire Council will need to be approached about the hedging but that there is nothing the Parish Council can do about the grass verge which it is understood is privately owned.
9. **Councillors Reports for future Agendas**
- 9.1 Councillor Smith advised that Louise Ward will continue in her role as Communications Officer for Wilberfoss Neighbourhood Watch, despite moving out of the area.
- 9.2 The Chairman drew the Clerk's attention to out of date information on the Wilberfoss parish website relating to the tenancy of the Pavilion. The information was subsequently corrected.
- 9.3 Councillor Johnson advised that he had seen a 20's Plenty scheme in a Church Fenton where individuals signage was used rather than the more costly and time-consuming use of stickers on wheelie bins. A question relating to the community's support for such a scheme has been included in the soon to be published Parish Plan.
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 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 or at [www.wilberfossparish.org.uk](http://www.wilberfossparish.org.uk).)
- 11.1 The Clerk/RFO sought payment for the following transactions:-
- |   |         |
|---|---------|
| Wilberfoss Community Centre (Elders Party)      | £118.00 |
| Wilberfoss Community Centre (Hire charges)      | £20.00  |
| Clerk's telephone & broadband expenses          | £179.94 |
| Ark Computer Solutions (Windows 10)             | £212.19 |
| Cardiac Science (Defibrillator Pads)            | £34.74  |
| Combined staff salaries and employment expenses | £660.07 |
| Councillor Expenses (Smith – Action A1079)      | £8.55   |
| Acer Garden Services (Grounds Maintenance)      | £447.60 |
| Post Haste Limited (Newsletter printing)        | £195.00 |
| 1&1 IONOS (website hosting)                     | £5.99   |

11.2 The Clerk confirmed receipt of £288.92 from Costcutter towards the provision of a litter bin.

11.3 Following the resignation of Councillor Ward two Councillors agreed to act as cheque signatories on the Parish Council's bank accounts.



Meeting closed 21.28

..... Chairman ..... Clerk