

WILBERFOSS PARISH COUNCIL

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

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MINUTES

19th November 2020

Present: Chairman Judy Abernethy, Vice Chairman David Smith and Councillors Richard Rains and Steve Abernethy together with Ward Councillor Kay West and Lynda Hoyle who had applied for one of the existing vacancies.

The 15 minute question time was not utilised.

1. Apologies were received from Councillors Norman and Johnson. Following a brief introduction Lynda's appointment was proposed by the Chair and seconded by the Vice Chair.
2. Councillor Rains declared a non-pecuniary interest in the discussion regarding the Newsletter as his wife Pat is the Editor.
3. The Minutes of the Meetings of 15th October were signed as a true record.
4. **Planning Matters**
 - 4.1 Councillors considered Planning Application 20/03494/PLF | Erection of a two storey and single storey extension to rear and single storey extension to side | Birchfield Sand Lane Wilberfoss East Riding Of Yorkshire YO41 5PB and had no observations to make.
 - 4.2 Councillors considered Planning Application 20/03351/PLF | Erection of replacement general purpose agricultural building | Carberry Hall Farm Newbridge Lane Wilberfoss East Riding Of Yorkshire YO41 5RB and had no observations to make.
 - 4.3 Councillors considered Planning Application 20/03532/PLF | Erection of single storey extension and glazed canopy to rear | Fairfield Birker Lane Wilberfoss East Riding of Yorkshire YO41 5RH and had no observations to make.
 - 4.4 The Clerk notified Councillors that planning approval had been granted for 39 The Paddock | 6 Cricketer's Way | Foss Farm, Birker Lane | 54 Willow Park Road | Boxers Cottage, Birker Lane.
5. Ward Councillor Kay West advised that the East Riding of Yorkshire Council has issued a further notice to the owner of 27 Millfield Close, Wilberfoss to tidy up his outside space. In addition she reported that disruption is expected at Pocklington as British Gas carry out remedial work. Furthermore, she reported that the COVID Community Hub is still in existence at Pocklington Rugby Club. Finally she confirmed that many of the 2,000 + council office staff at County Hall are working from home with only a dozen or so coming into the building.
6. The Clerk advised that there had been no urgent decisions since the previous meeting but requested that, subject to her attending ERNLLCA training, the Parish Council gives pre-approval to transferring the storing of parish council documents to Microsoft 365 cloud-based storage. This will offer Councillors easier access to information and will improve the security of documents. It will also prevent the need to upgrade Windows and Office software in the future as 365 users are automatically furnished with the most up to date versions of these software packages. Councillors were in agreement to the switch, subject to a report from the Clerk following the training on the 26th November. Councillor Rains will attend the training if his work commitments allow. The cost of the switch would be a maximum of £9.40 per month representing an annual household commitment of 13p each.
7. **Progress Reports and to address any issues outstanding from previous meetings**
 - 7.1 The Chair advised that the lockdown calendar is in production and should be available by the end of November. Each Councillor will be furnished with half a dozen calendars to sell and the Manager at Costcutter and Cliff at the butchers have offered to sell them from their respective shops. Other outlets within the village will be approached and as Chair

Action

of the School Governors, Lynda offered to approach the school. As all the proceeds from the sale will be donated to Wilberfoss in Bloom, members of that group will also be asked to help sell the 100 copies that are being supplied. The Clerk offered to put some of the photos that didn't make it into the calendar on the gallery page of the website once the calendar is in circulation.

7.2

The Clerk reported that 159 households have now completed the Parish Plan, which is building a picture of the desires and concerns of residents. The responses are largely positive although speeding and inconsiderate parking is a major concern for residents. Two households have come forward to offer new recreational activities, which it was acknowledged is really positive. Updates will continue to be reported through the Newsletter and the existing responses are providing the Parish Council with valuable information for the future of the village.

7.3

The Clerk reported that the textile bank has collected 400 kg of recycled items in a fortnight. This means the community is on the way to its first payment.

7.4

The Clerk presented the Parish Council with a proposal to purchase an original red telephone box to use as a Book Exchange. Funding for the project could be raised through the textile recycling bank with the Parish Council match-funding 50% of the total project cost. An offer of financial assistance has also been given by Envirofriendly Recycling. Although agreement was given in principle, and Councillor Steve Abernethy offered to remove the decommissioned phone box currently on site at Middle Street, Councillor Rains had concerns about re-positioning the phone box there as a tree is obstructing access and lighting might be an issue. Neighbouring property owners would need to be consulted in any case so the proposal was by no means a given. As an alternative, Councillor Rains suggested that a bookcase could be built in at the entrance to the Community Centre where seating is also provided. He advised that he would obtain a quote from a joiner.

7.5

The Chair advised that Speedwatch patrols have been delayed until after the second lockdown.

7.6

The Clerk read a report from Pat Rains who is heading up the Village Biodiversity Plan. Last month's announcement in the Newsletter has resulted in a resident offering to help with the plan. He has previously been employed by the National Trust, has a background in design and is currently developing a business as a wildlife gardener. A number of areas have been identified in the village along with 5 possible funding streams. A formal plan will be presented to the Parish Council at a future meeting. Beyond that an interactive presentation evening will be arranged in the Community Centre to share the ideas with the wider community.

7.7

It was agreed to use Councillor Rains' suggested wording for the Coronavirus plaque and he agreed to make the necessary arrangements to order the brass plaque.

In Commemoration of the Coronavirus Pandemic 2020

To remember all those who tragically lost their lives to this terrible pandemic.

To also pay an enormous tribute of thanks to the key workers and volunteers of Wilberfoss.

Their commitment and dedication supported our community through this difficult time.

Mosaic designed by Liz Howes

8. **Environment & Community matters (to include Highways and Footways, Health, Education, Transport, Policing, Street lighting and Community Groups).**

8.1 There are no further flag flying dates in 2020.

8.2 The Chair advised that the monthly PFA meeting had been cancelled due to lockdown. The use of the playing fields by dog owners is still a problem and has been reported to the East Riding of Yorkshire Council dog wardens. A letter of support from the Parish Council has been supplied to the PFA in their bid to seek funding for play equipment suitable for children with disabilities. The Pavilion is open part time with a takeaway and delivery service on Friday and Saturdays. The Clerk advised that she had been sent details of a possible funding source through East Riding of Yorkshire Council for businesses forced to close through lockdown and had supplied details to the PFA Vice Chairman.

8.3 Councillors considered a funding bid from Wilberfoss AFC which is seeking financial assistance towards the cost of replacement goal-posts. Annual Accounts had also been supplied which show a reduction in revenue during COVID lockdowns when amateur sport has been forced to stop. Councillors were in agreement to a £500 contribution towards the total cost £2,000 and the Clerk will set up the payment for authorisation.

8.4 The Clerk read out a request from the Editor of the Newsletter to increase the number of pages of the Newsletter and produce it in colour. Responders to the Parish Plan see it as a much valued communication tool for residents. Agreement was reached to increase the Newsletter to 16 pages and produce it in colour. There is flexibility, however, to reduce individual editions to 12 pages in quieter months. The cost represents £4.00 a year to each household.

- 8.5 Councillors have witnessed a number of residents using public land and Wilberfoss beck to dispose of their garden waste. After seeking clarification from ERYC, it has been established that this activity is classed as fly tipping and is punishable by a fine. The Newsletter will be used to report these instances.
9. **Councillors Reports for future Agendas**
- 9.1 Councillor Abernethy mentioned a discussion that had taken place on the village Facebook Group about the supposed killing of cats. He was encouraged to report it to the police and was under the impression that the admin for the Facebook Group had done that. It was acknowledged that the threat could just be hearsay.
- 9.2 Following a report to the Parish Council of heavy plant parking on Storking Lane, the Chair confirmed that there had been no damage to the footpath surface. It was acknowledged that the incident is likely to be a one-off.
10. **Administration Matters**
- 10.1 Councillor Hoyle was happy to join Councillors Rains and Norman at the forthcoming Code of Conduct zoom training. Her Declaration of Acceptance of Office will be completed prior to her attendance on the 9th December.
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.)
- 11.1 The Clerk/RFO sought payment for the following transactions:-
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| Post Haste (Newsletter production) | £195.00 |
| Clerk's expenses (Remembrance Wreath) | £25.00 |
| Elisabeth Howes (COVID Mosaic) | £350.00 |
| Zurich Municipal (annual insurance) | £350.63 |
| James Horsley Limited (grounds maintenance) | £521.26 |
| ERYC Street Lighting Service Level Agreement | £471.96 |
| Clerk's telephone and broadband expenses | £183.99 |
| Combined staff salaries | £693.80 |
- 11.2 Following receipt of the Clerk's proposed budget, Councillors' initial assessment was to submit a request for the same level of Precept as 2020-2021. (£21,000). This would enable projects under the Parish Council's Plan and/or suggestions from the 2020 Parish Plan to be considered. It could also assist community groups which are impacted by the effects of the Coronavirus Pandemic. Furthermore, following the laying of the wreath on Remembrance Sunday, it was acknowledged that the cenotaph may need some remedial works and a clean. This must be carried out by a qualified stonemason and Councillor Rains agreed to furnish the Clerk with the contact details of the contractor who has recently carried out work on St John the Baptist Church in the village. No vote was carried out on setting the Precept and a further discussion will take place at December's meeting.

Meeting closed 21.15

..... Chairman Clerk