

WILBERFOSS PARISH COUNCIL

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

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MINUTES

17th September 2020

Present: Chair Judy Abernethy, Vice Chair David Smith and Councillors Richard Rains, Steve Abernethy and Dominic Johnson, together with Ward Councillor Kay West.

The meeting took place on Zoom Cloud Meeting and the 15 minute question time was not utilised.

1. Apologies were received from Councillor Claire Norman.
2. There were no declarations of interest made by any Councillor present at the meeting.
3. The Minutes of the Meetings of the 20th August 2020 were signed as a true record.
4. **Planning Matters**
 - 4.1 Councillors considered Planning Application 20/02462/PLF | Erection of two storey extension to side and single storey extension to rear following demolition of existing conservatory and garage | 54 Willow Park Road Wilberfoss East Riding Of Yorkshire YO41 5PS and had no observations to make.
 - 4.2 Councillors considered Planning Application 20/01871/PLF | Erection of a single storey extension to rear (retrospective) | 6 Cricketers Way Wilberfoss East Riding Of Yorkshire YO41 5LU and had no observations to make.
 - 4.3 Councillors received notification that Planning Application 20/02021/PLF | Erection of a single storey extension to side | 25 Paddock Close Wilberfoss East Riding Of Yorkshire YO41 5LX had been granted.
 - 4.4 Councillors considered Planning Application 20/02746/VAR | Removal of Condition 3 (agricultural occupancy) of planning permission Q2440A | Bankburn Sand Lane Wilberfoss East Riding Of Yorkshire YO41 5PB and had no observations to make.
5. Ward Councillor Kay West advised that that the main topic of conversation at East Riding of Yorkshire Council, although very much in its infancy, is the devolution of the Council and election of Mayor for the region. She further advised that Stamford Bridge Parish Council have proposed a change to their boundary to incorporate new housing developments which, despite being built as an extension of Stamford Bridge, currently lie within Full Sutton and Skirpenbeck parish.
6. The Clerk reported that the Litter Picker had agreed a slight change to his role and will now clean the parish council owned notice boards intermittently. Stock items were bought in order for him to carry out these duties.
7. **Progress Reports and to address any issues outstanding from previous meetings**
 - 7.1 Councillors have individually listed their preferences for the Lockdown calendar and they will be submitted to Councillor Norman for collation and circulation. Once circulated and approved the Chair will approach the printer. Printing is anticipated to take 2 weeks.

In addition agreement was reached on the design of the proposed mosaic and members were in agreement to approaching Cliff to see whether he might agree to it being sited on the side of the butcher's shop overlooking the grass garden. The Chair offered to make an approach.

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- 7.2 Councillors approved the Parish Plan. Notice of the online version will be communicated through the Newsletter, with an opportunity for those without internet access to complete the plan in paper format. At the same time Councillor Rains advised that contact detail updates are required to the Emergency Plan
8. **Environment & Community matters (to include Highways and Footways, Health, Education, Transport, Policing, Street lighting and Community Groups).**
- 8.1 The next flag flying date is Remembrance Sunday.
- 8.2 The Clerk advised that for a nominal £35 per season, the current grass cutting contractor would include the cutting of vegetation on Butts Lane to coincide with the 3 cuts of the Parish Paths. Councillors were in full agreement to this additional work being included in the 3 year contract.
- 8.3 The Chair and Councillor Steve Abernethy advised that the Speedwatch Campaign group has undertaken 2 patrols of the village with another one planned. The commencement of patrols will be communicated through the Newsletter along with a request for additional volunteers.
- 8.4 It was acknowledged that the idea of a book exchange was a good one. Although the current pandemic may delay the start, the Clerk advised that she would ask the Community Centre Management Committee if there were a suitable location within the grounds of the Community Centre to house the 'book case'. Councillor Johnson offered free pallets should anyone be in a position to build the structure.
- 8.5 Councillors were presented with a comprehensive document detailing proposals for the Parish Council owned copse of trees on Ings Road. Much of the project would be undertaken voluntarily by residents of Ings Road and Wilberfoss in Bloom but the Parish Council was asked to commit funds for remedial works to remove brambles on site. Councillors were in full support of the proposal and the Clerk offered to approach the current grass cutting contractor for a quote to carry out the remedial work.
- 8.6 The Clerk advised of an approach from Envirofriendly Recycling to install a clothes recycling bank within the community which could fund local community groups. It was acknowledged that two existing clothes banks are located at the playing fields car park – one collecting for a children's cancer charity and the other collecting for Yorkshire Air Ambulance. The Chair offered to approach the PFA committee to ask about the siting of a further clothing bin.
- 8.7 The Clerk advised of an approach from a local resident about the congregation of school children outside the shop waiting for the school buses. An approach has been made to EYMS about re-siting the collection point but it was also acknowledged that any re-siting could impact on sales at Costcutter and the butcher. The Chair offered to approach shop staff to gauge their opinion.
9. **Councillors Reports for future Agendas**
- 9.1 The Chair advised that the PFA meeting had been cancelled at last minute and re-arranged for the 22nd September to coincide with their AGM. She further reported that this year's annual Bonfire Night has been cancelled due to the COVID pandemic.
- 9.2 Councillor Steve Abernethy asked about a conversation taking place on Facebook relating to a dog exercise field. The Clerk advised that she had been approached by a landowner about a change of use for a piece of land within the parish but that she had redirected the enquirer to East Riding of Yorkshire Council planning department.
- 9.3 Councillor Rains asked whose permission needed to be sought in order to cut back vegetation along the beck to enable the installation of a wildlife camera. The Clerk advised that if he were able to provide photographic evidence of the area in question with instructions on what was required she would contact the Wilberfoss & Thornton Level Drainage Board on his behalf for the required permission.
- 9.4 The Clerk advised of an approach from a resident on Millfield Close who reported the untidy appearance of a neighbour's property. The Clerk understood that a notice has been served to the resident by ERYC with instruction to clean up the site by the 1st October. The resident was advised to monitor the situation and contact East Riding of Yorkshire Council directly if the notice was not complied with.
10. **Administration Matters**
- 10.1 Councillors adopted a Risk Assessment which would offer an opportunity to return to meeting at the Community Centre once face to face meetings are recommended by NALC (National Association of Local Councils).
11. **Finance** (In accordance with The Local Government (Access to Information) (Variation) Order 2006, Part 4(19))

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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:-

Post Haste (Newsletter production)	£195.00
Staff salaries	£658.91
Supreme Clean Window Cleaners (bus shelters)	£80.00
Litter Picker expenses (reimbursement to the Clerk)	£34.89
1&1 IONOS (Website Hosting)	£5.99
1&1 IONOS (Domain Name Renewal DDR in July but not included in July Minutes)	£12.23
James Horsley Limited (grounds maintenance)	£521.26

The Clerk was requested to leave the meeting whilst a discussion took place regarding staff salaries. Notes of the meeting will be held on file for future reference. Agreement was reached to increase the Clerk's salary in line with recommendation from NALC.

Meeting closed 20.45

..... Chairman Clerk