

# WOODMANSEY PARISH COUNCIL

(Representing the communities of Dunswell, Thearne and Woodmansey)

Email: [clerk.woodmansey.pc@gmail.com](mailto:clerk.woodmansey.pc@gmail.com) Website: [www.woodmanseyparish.co.uk](http://www.woodmanseyparish.co.uk)

In light of the large public attendance relating to one item on the agenda, for this meeting only the time allowed per item for a public forum session was changed to 30 minutes, to accommodate a 15 minute presentation and 15 minute questions.

**Resolved - Proposed: Cllr Harold Secoded: Cllr Beal All agreed**

## MINUTES OF THE ORDINARY MEETING

Held on Monday 15<sup>th</sup> April 2019 at 7:00pm - Village Hall, Long Lane, Woodmansey

PRESENT: Parish Councillors Harold (Chair), Beal (Vice Chair), Bowden, Hart, Jolley, Jon Los, Julie Los, Oliver, Richardson, Shores, Waddington, Ward Councillor Jump, Ward Councillor Elvidge, PCSO Coneyworth, Ronald Keuning – Wombles of Beverley

MEMBERS OF THE PUBLIC: 100+

IN ATTENDANCE: Tracey Bellotti, Clerk

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158. APOLOGIES FOR ABSENCE: Ward Cllr Mathieson

159. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST (Any Member or Officer with a personal interest in any item on the Agenda may declare that interest under this item or immediately prior to the commencement of the item to which the interest relates. If the interest is pecuniary the Member shall leave the room for the discussion and voting on that item). **Cllrs Bowden, Harold, Hart, Julie Los, Jon Los, Richardson all declared a pecuniary interest in the Woodmansey Neighbourhood Development Plan. Cllrs Beal and Harold declared a non-pecuniary interest in item 15(a)(i).**

160. MINUTES OF THE MEETING of the Parish Council held on 18<sup>th</sup> March 2019  
**Resolved** - That the minutes of the Parish Council meeting held on 18<sup>th</sup> March 2019, were approved, and signed and dated by the Chair as a true and correct record.

161. CLERK'S SIGNATURE ON AGENDA

**Resolved** – That the electronic signature used by the Clerk on agendas be adopted as the Clerk's formal signature ( Lucida Handwriting 12).

Proposed: Cllr Hart Secoded: Cllr Beal All agreed

162. CLERK'S REPORT/MATTERS ARISING

- a) Website – technical issues now sorted. Links can now be added. Clerk advised that the website needs updating. Information to be sought from Weborchard.
- b) Archiving – to be reviewed after elections
- c) Auditors – Files being prepared for internal auditor – Clerk to update at next meeting.
- d) Bank mandate change - now completed.

163. PERSONNEL MATTERS

Cllr Jolley reported that the Personnel Committee had met with the Clerk to set appraisal and review workload. It was agreed that no external support would be sought in the short term, but that this would be reviewed after the year end accounts and audit process.

**Action:** Personnel Committee to meet with the Clerk after the elections in May 2019

164. MEETING DATES AND TIMES AND VILLAGE HALL BOOKINGS

**Action:** Clerk to send list of proposed dates to village hall booking clerk.

**Action:** Clerk to add to May AGM agenda for resolution.

165. RISK ASSESSMENT/ASSET REGISTER/STANDING ORDERS DOCUMENTS

Clerk reported problems accessing existing documents electronically due to formatting. Financial Regulations and Standing Orders are accessible via the website, but not the Asset Register. Clerk is looking into this and will provide update at next meeting.

166. RESIDENTS' CORRESPONDENCE/ITEMS

- a) Road Safety – use of shared cycle track/footpath on Beverley Road Dunswell and accidents with cyclists/cars at junctions. Discussion was held around this matter.

**Action:** Parish Council to write to ERYC Road Safety

167. ERYC CORRESPONDENCE

East Yorkshire Local Councils Network meetings:

No members currently keen to attend – review after elections and AGM.

**Action:** Agendas and minutes of the meetings still to be circulated.

168. MISCELLANEOUS CORRESPONDENCE

- a) Email re application for Woodmansey community grant

Discussion was held around 'Woodmansey in Bloom' – possible sub group to be formed.

**Action:** Clerk to reply to email and forward correspondence to members

169. MEETINGS OF OUTSIDE ORGANISATIONS

- a) EYMS Transport Champions bus event – Cllr Oliver attended  
b) HWRCC Community Led Housing event 30<sup>th</sup> Marcg 2019 – Cllr Jon Los attended  
12-13 people attended. Event to be reconvened, on a bigger scale to encourage attendance.

170. WOODMANSEY NEIGHBOURHOOD DEVELOPMENT PLAN (oral update)

The Regulation 14 statutory Pre-consultation completed on the 9th April 2019

A working sub group has met twice to monitor the Pre-consultation period and to discuss the feedback from questionnaires circulated.

The reviewed has been relatively positive from over 140 returned questionnaires from residents and businesses, with roughly 100 adding comments.

Statutory stakeholders' responses have been relatively supportive, with some constructive points raise. These comments are been fully reviewed and a document is been drawn up to amend the final Neighbourhood plan where necessary.

ERYC have reiterated that they would like to continue to work closely with Woodmansey Parish Council to help finalise the Neighbourhood Plan and wish to meet with the steering group in the near future.

The draft Housing Needs Assessment has been received from the consultants AECOM.

The steering group are to review.

Consultation documents to be typed up by Plan Ahead.

Next Steering Group meeting is to be held 17th April 2019.

Discussion was held around formally adopting the NDP logo as the logo for the parish council logo as the parish council currently has no logo.

**Action:** Clerk to contact Weborchard for advice on copyright and item to be added to next agenda.

**Resolved – Proposed: Cllr Hart Seconded: Cllr Bowden All agreed**

171. PLANNING APPLICATIONS

- a) **Applications Received:**

The following applications were received and discussed:

- (i) Ref 19/00908/STPLF Low Farm Dunswell Lane Dunswell  
Erection of glasshouses, automated bedding units and wind breaks to outdoor planting beds, external and internal alterations to redundant agricultural buildings to allow conversion to offices and stores, relocation of workers caravans, construction of reservoir with installation of drainage infrastructure across the site and creation of access to low farm, 5 passing places along Long Lane and junction improvements onto the A1174 (Hull Road)  
**Comments:** The Parish Council would like it noted that more than 100 members of the public, representing both Dunswell and Woodmansey, attended the public forum session of the Parish Council's ordinary meeting of 15th April 2019. While there are elements of the application that the Parish Council supports, and would welcome the removal of traffic on Dunswell Lane, it supports residents' views and strongly objects to the access element off Long Lane. The Parish Council does not consider this route a suitable alternative and suggests that a third option is seriously explored. The Parish Council considers that the increase in traffic further into the centre of the parish would affect Dunswell, Woodmansey and Beverley. The Parish Council is disappointed that the Woodmansey Development Plan Steering Group was not consulted. The Parish Council is committed to delivering the Neighbourhood Development Plan with the support of East Riding of Yorkshire Council. The planning application is at odds with policies of the plan as follows:-'Policy DBE2: Local non-designated heritage features Long Lane along with outer heritage features has been identified as an asset for conservation. Any development proposal that would impact upon an asset should consider their heritage value and have regard to how the proposal will contribute towards the sustainability of the affected asset: Policy HWL 2: New local services Development proposals that incorporate or support opportunities for new services located in the community, including retail and other commercial activities, will be welcomed where such services do not create a loss of amenity for local residents. Policy WB1 New business growth New business development will be supported where these utilise brownfield locations and are well linked into transport infrastructure and minimise disruption to and safeguard residential amenity. Appendix three: Local non-designated heritage assets assessment Long Lane (part) This road is part of an historic route into Beverley, although only part of it is within the NDP area. The majority of Long Lane is within Woodmansey Parish and comes out very near to the Historic and Archaeologically magnificent Beverley Minster. It is currently promoted as a green cycle route into Beverley and as such social and communal value can be placed on it.' The Parish Council suggests that there should be a deferral of the planning deadline, or that the application be withdrawn until the public is better informed. The Parish Council would encourage the applicant to arrange a formal public consultation event to allow adequate opportunity for consultation with residents.  
**Resolved- Proposed:** Cllr Jon Los **Seconded:** Cllr Hart
- (ii) Ref 19/00836/PLF Skidby Ings Cottage Beverley Road Dunswell  
Erection of an extension to existing garage to house horse boxes and large vehicles and construction of new driveway  
**Comment:** The Parish Council supports this application, subject to there being no objections from neighbours.
- (iii) Ref 19/00722/PLF 11 Inglefield Close Beverley  
Alterations to increase roof height with installation of roof lights to front and rear  
**Comment:** The Parish Council supports this application, subject to there being no objections from neighbours.
- (iv) Ref 19/00950/STPLF Willow Lane Beverley  
Construction of section of access road to link approved developments to Nth & Sth of Willow Ln  
**Comment:** The Parish Council supports this application, subject to there being no objections from neighbours.
- (v) Ref 18/03597/PLF Land East Of Broadview Nurseries Barmston Lane Woodmansey  
Proposed change of use of outbuilding to dwelling house  
- AMENDED PLANS AND FLOOD RISK ASSESSMENT  
**Comment:** The Parish Council supports this application, subject to there being no objections from neighbours.
- (vi) Ref 19/01124/PLF Meadowcroft Dunswell Lane Dunswell  
Erection of first floor extension following removal of existing roof, erection of a single storey extension to side and rear, conversion of existing garage to additional living space, construction of balcony to side and associated works  
**Comment:** The Parish Council supports this application, subject to there being no objections from neighbours.
- (vii) Ref 18/03730/PLF Springdale Stud Long Lane Woodmansey  
Erection of 5 dwellings and 3 associated garages  
**Comment:** The Parish Council supports this application, subject to there being no objections from neighbours.
- (viii) Ref 19/00054/STREM Land South Of Willow Lane Camp Site Willow Lane Beverley  
Erection of 189 dwellings with associated open space and infrastructure following Outline permission 14/03062/STOUT (Access, Appearance, Landscaping, Layout and Scale to be considered) (AMENDED PLANS - INCREASE IN NO. OF DWELLINGS, REVISED HOUSING MIX AND LAYOUT) **Comment:** The Parish Council objects to this application solely on the grounds that it supports residents' concerns

b) **Decisions of the Planning Authority:**

The following decisions were noted:

- (i) Ref 19/00187/PLF - 7 Normandy Avenue Beverley  
Erection of single storey extension to side and rear - **Granted**
- (ii) Ref 18/02813/PLF - Land South of Ship Inn Cottages Beverley Road Dunswell  
Erection of stable block, storage building and siting of 2 no. containers  
(retrospective application) - **Granted**
- (iii) Ref 19/00356/VAR - Land North of 95 Hull Road Woodmansey - **Granted**  
Variation of condition 7 (approved materials) of planning permission 18/00224/PLF
- (iv) Ref 18/03815/PLF - The Lodge Springdale Nurseries Long Lane Woodmansey  
Construction of dormer windows to front and rear - **Granted**
- (v) Ref 18/04028/PLF - 9 Ings Lane Dunswell  
Erection of a single storey extension to rear - **Granted**
- (vi) Ref 18/02694/PLF - 281 Hull Road Woodmansey  
Erection of single storey extension to rear, construction of gable roof with rooflight and construction  
of dormer with juliet balcony to rear - **Granted**

**Resolved** - That comments be submitted to East Riding of Yorkshire Council and decisions be accepted. Proposed: Cllr Jolley Seconded: Cllr Julie Los All agreed

c) **Planning application comments submitted since the last meeting:**

The following comments were made by the Clerk on behalf of the Parish Council, in response to an application for planning permission upon which the Parish Council has been consulted, but for which deadlines applied before the next Council meeting: **None**

172. HUMBERSIDE POLICE

The Council acknowledged receipt of email reports for Beverley Town and Rural for March 2019. Cottingham reports were included, covering Dunswell.

PCSO Sandra Coneyworth advised of criminal damage to a vehicle.

173. PLAY AREA REFURBISHMENT PROJECT

a) King Street Nothing to report.

b) Deer Park Good feedback received from parents on social media.

c) Southwood Park

**Resolved** – to approve order WPC-19-011 to Wicksteed Playgrounds for Southwood Park refurbishment as per Wicksteed Quotation 118563 £39,200.00, when confirmation of funding is received from ERYC Commuted Sums.

Proposed: Cllr Harold Seconded: Cllr Beal All agreed.

An official PR event is to be held on 31<sup>st</sup> May 2019 for King St and Deer Park.

A similar event to be arranged for Southwood Park on completion of the works.

174. PLAY AREA MAINTENANCE

a) Orders given to Wicksteed. No reports received this month.

b) Beverley Round Table to carry out inspections on alternate months.

c) Annual inspection - RoSPA have been contacted to carry out the annual inspection. This will be carried out as part of their automatic inspection rota for September.

**Resolved** – Proposed: Cllr Julie Los Seconded: Cllr Richardson All agreed

175. ACCOUNTS AND FINANCIAL STATEMENT

a) It was reported that at 22/03/2019 the current account balance was £6451.25 and the savings account balance was £47,963.72.

**Resolved** - The bank reconciliation was verified by Cllr Jolley and Cllr Bowden

- b) The following payments were agreed and approved for payment by cheque/bank transfer as appropriate:

**Resolved** – Signed by Chair Cllr Harold, Cllr Jolley and Cllr Bowden

Payment		£
i)	Weborchard Invoice No. Web007591	300.00
ii)	ERNLLCA Invoice No. ERN19-158	1126.73
iii)	cba Sadofskys Invoice No. 32103.MKT.WO7888	48.00
iv)	ERYC Invoice No. 63085472	250.00
v)	Wicksteed Invoice No. 0000804952 22/02/2019	192.00
vi)	Adjustment to Clerk's February 2019	-
vii)	Clerk's pay for March 2019 and expenses 05/11/2018 – 31/03/2019	-

- c) Clerk reported that year end accounts would be brought to next Parish Council meeting and would then be submitted to internal auditor.

176. MICROSOFT LICENSE FEE FOR PARISH COUNCIL LAPTOP

Clerk advised Microsoft not registered on Dell laptop – registration is needed per device.

**Resolved** – To purchase Microsoft licence for current Dell laptop

Proposed: Cllr Harold Seconded: Cllr Beal All agreed

177. 'WELCOME TO WOODMANSEY' SIGNS Item deferred to next parish council meeting.

178. PARISH LITTER PICKING

Parish Council had invited Ronald Keuning of Wombles of Beverley litter picking group along to the meeting to give an update on DofE student joining litter picks.

Discussion was held around the provision of litter picking equipment, liaising with schools, location of bins throughout the parish, public understanding of multi use of bins, bin audit, Keep Britain Tidy campaign. Information re equipment loan had been sought from ERYC.

**Action:** Clerk to circulate information and to contact ERYC Streetscene regarding signs and stickers for bins.

179. BUS SHELTER CLEANING

Clerk advised quote of £355 (all inclusive) received from Beverley Round Table for cleaning and applying traffic film and moss suppression for all shelters.

Minimum notice of 4 weeks required and the cleaning will take place over a 2 week period.

**Resolved** - That order to be sent to Beverley Round Table

Proposed: Cllr Oliver Seconded: Cllr Richardson All agreed

180. DEFIBRILLATORS

Yorkshire Ambulance had reported that the Minstergate Surgery unit had been opened. Cllr Hart has checked the unit – not open on checking – reported back to YA.

181. ANY OTHER BUSINESS

Cllrs Harold reported that Woodmansey School had held an Easter Fair, including a very successful and well supported 'Bake Off' event.

182. NEXT MEETING

The next meeting of the Parish Council, the AGM, to be held 7pm Monday 20<sup>th</sup> May 2019.

**Meeting closed at 9.43pm**