

Woodmansey Parish Council



(Representing the communities of Dunswell, Thearne and Woodmansey)

Email: clerk.woodmansey.pc@gmail.com Website: www.woodmanseyparish.co.uk

To: All Members of the Parish Council

12th June 2019

Dear Councillor

You are summoned to attend a meeting of **WOODMANSEY PARISH COUNCIL** which is to be held in the Village Hall, Long Lane, Woodmansey on **MONDAY, 17th June 2019** starting at **7:00pm**. The agenda for the meeting is set out below.

Yours sincerely

Tracey Bellotti

Tracey Bellotti
Clerk to the Council

PUBLIC FORUM

AGENDA

01. APOLOGIES FOR ABSENCE
02. 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**).
03. MINUTES OF MEETINGS
 - (a) To approve minutes of Parish Council Meeting Monday 20th May 2019
Note: Schedule of payments – errors in numbering
 - (b) To approve minutes of Extraordinary Meeting of the Council Wednesday 5th June 2019
04. ELECTRONIC ISSUE OF AGENDA AND MINUTES
To approve the electronic issue of the Parish Council's meeting agendas and minutes
05. CLERK'S REPORT/MATTERS ARISING from previous meetings (verbal report)
06. CLERK'S POST
07. CO-OPTION OF MEMBERS
To agree action with regard Dunswell Ward vacancy
08. APPOINTMENT OF COMMITTEES AND DELEGATIONS
09. REPRESENTATIVES ON OUTSIDE BODIES

10. ASSET REGISTER
To approve revised Asset Register May 2019
11. ANNUAL RETURN ASSERTION
To complete and sign the Annual Return Assertion 2018 – 2019
12. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) PART 3 - 2018-2019 & ANNUAL ACCOUNTS
 - a) To consider and approve or otherwise, Section 1 - Annual Governance Statement
 - b) To consider and approve or otherwise, Section 2 - Accounting Statements
 - c) To acknowledge the final end of year accounts report
13. INTERNAL AUDIT
 - a) To acknowledge the internal audit report 2018-2019
 - b) To note the actions list arising from the internal audit report
 - c) To approve internal auditor's fee 2018-2019 and extra costs for additional work
14. VAT RETURN
To approve cba Sadofskys to carry out VAT return for the Parish Council
15. ACCOUNTS AND FINANCIAL STATEMENT
 - a) To verify bank reconciliation for current and savings accounts
 - b) To approve schedule of payments
 - c) To approve end of year accounts
 - d) To approve Clerk's timesheet/pay/allowances/expenses for May 2019
 - e) To approve Clerk's overtime hours for May 2019
 - f) To approve revised NJC rates Clerk's salary (1 increment increase) of 01/04/2019
 - g) To approve corrections to Clerk's pay & allowances following matters arising audit report
16. ERNLLCA CORRESPONDENCE
 - a) ERNLLCA AGM date confirmed - 19th September 2019
 - b) ERNLLCA Meetings
To elect 2 members to represent this council at ERNLLCA district committee meetings
 - c) YLCA Full day play area training event 25th July 2019
17. ERYC CORRESPONDENCE
To acknowledge receipt of the following:
 - a) 54th Wildlife Photographer of the Year Exhibition
 - b) Lincoln Way/Ripon Avenue area, Beverley - proposed waiting restrictions
 - c) East Riding's Year of Green Action Community Fund
 - d) NALC Annual Conference – 28/29 October 2019
18. MISCELLANEOUS CORRESPONDENCE
 - a) Hornsea Four offshore wind farm Community Newsletter March 2019
19. RESIDENTS' COMMUNICATION
 - a) Email re litter bin provision on Lincoln Way/Victoria Rd footpath link
 - b) Woodmansey shop alcohol licence
 - c) Bridleways along Minster Way
 - d) Pedestrian crossings - Lincoln Way/Victoria Road
20. ID BADGES
To agree and approve purchase of ID badges from ERYD for members and staff
21. NOTICEBOARDS (verbal update)

22. WOODMANSEY NEIGHBOURHOOD DEVELOPMENT PLAN (verbal update)

23. MEETINGS OF OUTSIDE ORGANISATIONS

To advise of forthcoming meetings and receive reports from the Council representatives

- a) Hornsea 4
- b) Joint Local Councils

24. PLANNING APPLICATIONS

(a) **Applications Received:**

To consider applications for planning permission upon which the Parish Council has been consulted:

- (i) Ref 19/01554/PLF 5 Carlton Rise Beverley
Erection of two storey extension to side
<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/19/01554/PLF>
- (ii) Ref 19/01460/PLF 6 Dunswell Lane, Dunswell
Erection of single storey hobby room to rear of garden
<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/19/01460/PLF>
- (iii) Ref 19/01637/STOUT Land South West Of Stone Cottage Long Lane, Woodmansey
Outline - Residential development, access, landscaping, open space and associated drainage and development infrastructure (All matters reserved) [Phase 2a]
<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/19/01637/STOUT>
- (iv) Ref 19/01638/STOUT Land South West Of Stone Cottage Long Lane, Woodmansey
Outline - Residential development, access, landscaping, open space and associated drainage and development infrastructure (All matters reserved) [Phase 2b]
<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/19/01638/STOUT>
- (v) Ref 19/01449/STPLF Land South East Of Lawns Farm Park Lane, Cottingham
Construction of a 49.5MW Battery Storage Facility (77 battery units) with associated infrastructure (AMENDED DESCRIPTION) for Harmony Energy Storage Ltd
Application type: Strategic - Full Planning Permission
<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/19/01449/STPLF>
- (vi) Ref 19/01679/PLF Builders Compound Shepherd Lane, Beverley
Erection of 9 dwellings including new vehicular access
<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/19/01679/PLF>
- (vii) Ref 18/03730/PLF Springdale Stud Long Lane, Woodmansey
Erection of 4 dwellings and 5 associated garages
<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/18/03730/PLF>
- (viii) Ref 19/01794/PLF 77 Normandy Avenue, Beverley
Erection of single storey extension to front
<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/19/01794/PLF>
- (ix) Ref 19/01828/PLF The Springs Dunswell Lane, Dunswell
Erection of carport to side to form link extension to garage from dwelling, internal alterations to main house
<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/19/01828/PLF>

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

To report the decisions of the East Riding of Yorkshire Council:

- (i) Ref 19/00722/PLF 11 Inglefield Close Beverley **Granted**
Alterations to increase roof height with installation of roof lights to front and rear
- (ii) Ref 19/00950/STPLF Willow Lane Beverley **Granted**
Construction of a section of access road to link approved developments to North and South of Willow Lane

(c) **Planning applications that have been withdrawn since consultation:** None

(d) **Planning application comments submitted since the last meeting:**

To report comments made by the Clerk on behalf of the Council, in response to applications for planning permission upon which the Parish Council has been consulted, but for which deadlines applied before the next Council meeting: None

25. HUMBERSIDE POLICE

To acknowledge receipt of latest reports for Beverley Town and Rural for May 2019.

26. PLAY AREA REFURBISHMENT PROJECT

(a) To update on progress (verbal report)

(b) Opening event - 31st May 2019

(c) Plaques

27. PLAY AREA MAINTENANCE

a) Monthly inspections – Wicksteed/Beverley Round Table

28. ANY OTHER BUSINESS, which in the opinion of the Chair is urgent

29. NEXT MEETING

The next meeting of the Parish Council is to be held on Monday 22nd July 2019.

WOODMANSEY PARISH COUNCIL

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PARISH COUNCIL MEETING 17th JUNE 2019

15. ACCOUNTS AND FINANCIAL STATEMENT

- a) To verify bank reconciliation:
- | | |
|-------------------------------------------|------------|
| Balance of current account at 22 May 2019 | £17,076.97 |
| Balance of savings account at 22 May 2019 | £47,963.72 |
- b) To approve payments to be made and cheques to be signed as follows:
- (i) Invoices and payments
- | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| 1. Wicksteed Invoice No. 0000806340 31/05/2019
Maintenance Inspection King St Play Area | £80.00 |
| 2. Wicksteed Invoice No. 0000806339 31/05/2019
Maintenance Inspection Southwood Park Play Area | £80.00 |
| 3. Plan Ahead (Yor Plan) Invoice No. 19.40 31/05/2019
Woodmansey NDP fee | £250.00 |
| 4. HMRC Outstanding PAYE/NIC
Account Reference 391PK00009989
2015/2016 outstanding payment of £130.96 &
2019/2020 outstanding payment £154.03
£298.57 + interest at 2p per day from 17 June 2019 | £298.61 |
| 5. Public Sector Audit Invoice No. 2018/19.1 12/06/19
Woodmansey Parish Council
Internal Audit Financial Year 2018/19 | £540.00 |
- c) To approve end of year accounts 2018-2019
- d) To approve Clerk's timesheet/ pay/allowances/expenses for May 2019
- e) To approve Clerk's overtime hours for May 2019
- f) To approve revised NJC rates (1 increment increase) as of 01/04/2019 for Clerk's salary
- g) To approve corrections to Clerk's pay & allowances November 2018 – May 2019 following internal audit
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