

WOODMANSEY PARISH COUNCIL

(Representing the communities of Dunswell, Thearne and Woodmansey)

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

MINUTES OF THE MEETING

Held on Monday 18th February 2019 at 7:00pm - Village Hall, Long Lane, Woodmansey

PRESENT: Parish Councillors Beal (Vice-Chair), Bowden, Jon Los, Hart, Julie Los, Oliver, Shores, Waddington
Ward Councillors Jump and Mathieson

MEMBERS OF THE PUBLIC: 0

IN ATTENDANCE: Tracey Bellotti, Clerk

117. APOLOGIES FOR ABSENCE:

Councillor Harold (Chair), Councillor Jolley

118. 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 Beal, Bowden, Julie Los and Jon Los all declared a pecuniary interest in the Woodmansey Neighbourhood Development Plan, and Cllr Bowden declared a pecuniary interest in Item14 Schedule of Payments**

119. PUBLIC PARTICIPATION

Clerk that it is good practice to have a public forum session, recommended by ERNLLCA. **Resolved** – That this item be added to future agendas after it has been added to website. Proposed: Cllr Richardson Seconded: Cllr Julie Los Agreed by all.

120. MINUTES OF THE MEETING of the Parish Council held on 21st January 2019

Resolved - That the minutes of the Parish Council meeting held on 21st January 2019 were approved, and signed and dated by the Vice Chair as a true and correct record. Proposed: Cllr Waddington Seconded: Cllr Jon Los Agreed by all.

121. DUNSWELL AFFORDABLE HOUSING SITE

Presentation given by ERYC Rural Housing Enabling Officer and representative from WDH Housing. ERYC to follow up with housing market report 2018 for Dunswell.

122. CLERK'S REPORT/MATTERS ARISING

- a) Commuter parking Lincoln Way – email sent to ERYC Traffic Dept who are dealing with the situation.
- b) Dog mess – pavement markings to be followed up (paint to be obtained) and advice to be given to residents re registering complaints on the ERYC online complaints form, with details of offenders if possible.
Action: Clerk to seek advice re signs
- c) New members interest - emails have been sent to the interested parties advising that the Council will be running light until the May elections.
- d) ERVAS have been given one month's notice for payroll services and cba Sadofskys have been instructed to take over.
- e) Play area grass cutting contracts for 2019 have been returned to ERYC. Invoices due December 2019.
- f) Greens Signmakers have been out to inspect noticeboards and are to provide feedback.

- g) ICO Data Protection fee has been paid and confirmation received after their backlog.
- h) ERMOS forms completed for ERYC.
- i) Website domain name registration and management – looking into change of provider to improve communication and alleviate payment problems.
- j) Defibrillators – Yorkshire ambulance service have been updated re contact details.

123. RESIDENTS' CORRESPONDENCE

- a) Telephone call received from resident via ERYC re empty salt bin on Mill Dam Drive, Beverley. ERYC have agreed to top it up although they understood it was probably installed by the developer and not maintained by them.
- b) Email regarding fallen trees in Southwood Park.

Action: Councillor Oliver to inspect

124. LOCAL ELECTIONS MAY 2019

Email was circulated to members regarding briefing sessions.

125. WOODMANSEY NEIGHBOURHOOD DEVELOPMENT PLAN

Residents & businesses were invited to the Woodmansey Neighbourhood Plan pre-submission consultation event. Over 700 households and business were circulated with leaflet drop and just over 100 people attended. The plan was generally well received with certain specific concerns raised. The feedback from the post-it-note board was generally in line with previous consultation events. There was a slight swing away from drainage issues, transport, village facilities cycling & walking and more towards environmental matters.

The plan is now in the regulation 14 part of the process, being a 6-week statutory consultation from Sat 9th Feb to 23rd Mar 2019, where statutory consultees, residents & business can further comment on the draft plan.

Specialist funding has been obtained for consultants AECOM to carry out a Housing Needs Assessment.

Next Steering Group meeting is 3rd April 2019.

126. PLANNING APPLICATIONS

a) **Applications Received:**

- (i) Ref 18/03166/PLF
36 Normandy Avenue Beverley East Riding Of Yorkshire HU17 8PE
Erection of garage attached to existing garage block and alterations to side porch extension (AMENDED PLANS)
Comments: The parish council supports this application subject to there being no objections from neighbours
- (ii) Ref 19/00400/PLF
14 Kingsmead Woodmansey East Riding Of Yorkshire HU17 0TF
Erection of a two storey extension to rear following removal of existing conservatory
Comment: The parish council supports this application subject to there being no objections from neighbours
- (iii) Ref 19/00356/VAR
Land North of 95 Hull Road Woodmansey East Riding of Yorkshire HU17 0TH
Variation of condition 7 (approved materials) of planning permission
Comment: The parish council has no objection to this application

- (iv) Ref 18/04048/TCA
Hall Garth Minster Yard South Beverley East Riding of Yorkshire
BEVERLEY CONSERVATION AREA - Conifer to be felled
Comment: The parish council has no objection to this application subject to there being no objections from neighbours
- (v) Ref 18/04028/PLF
9 Ings Lane Dunswell East Riding of Yorkshire HU6 0AL
Erection of first floor extension to front and single storey extension to rear
Comment: The parish council supports this application but also supports residents' concerns and suggests that the works are completed in a reasonable time
- (vi) Ref 19/00187/PLF
7 Normandy Avenue Beverley East Riding of Yorkshire HU17 8PE
Erection of single storey extension to side and rear
Comment: The parish council has no objection to this application subject to there being no objections from neighbours

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

The following decisions were noted:

- (i) Ref 18/03856/PLF – **Planning permission granted**
Sequoia 28 Ings Lane Dunswell East Riding Of Yorkshire HU6 0AL
Erection of single storey detached outbuilding to house swimming pool
(retrospective application)
- (ii) Ref 18/04057/PLF – **Planning permission granted**
Woburn Croft 89 Hull Road Woodmansey East Riding Of Yorkshire HU17 0TH
Erection of a single storey side extension with flat roof
- (iii) Ref 16/02784/STPLF – **Planning permission granted – subject to conditions**
Land North Of Minster Way Woodmansey East Riding Of Yorkshire HU17 0SY
Hybrid application consisting of: (a) Full planning permission for the erection of 325 dwellings with associated access, parking, open space, landscaping, sustainable drainage, infrastructure and construction of roundabout off Minster Way, (b) Outline planning permission for the erection of up to 575 dwellings with associated access, parking, open space, sport pitches, landscaping and infrastructure and construction of 500 space park and ride scheme with bus link to Flemingate (all matters reserved)

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

No comments were made by the Clerk 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**

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

127. HUMBERSIDE POLICE

The Council acknowledged receipt of email reports for Beverley Town and Rural for January 2019.

128. PLAY AREA REFURBISHMENT PROJECT

King Street

Email received re loose hinges and splinters on some of the equipment. Playscheme have been contacted and are arranging inspection and any repairs.

Deer Park Nothing to report.

Southwood Park

Notice of Decision has been received from ERYC for 'Approval of detail reserved by condition' Ref 18/3050/CONDET. ERYC Commuted Sums have been contacted now that planning application has been approved.

Action: Councillor Oliver to give detailed report at next meeting

129. PLAY AREA MAINTENANCE

Inspections were carried out on 11th February by Wicksteed at King Street and Southwood Park. Reports received and circulated. Clerk still to contact the Round Table to request play equipment inspections to be resumed early 2019. Review of maintenance inspection providers to be deferred to next meeting.

Action: Clerk to add to March 2019 agenda

Clerk has confirmed acceptance of grass cutting contracts 2019 by email with ERYC for King Street and Southwood Park. Invoices due December 2019.

130. ACCOUNTS AND FINANCIAL STATEMENT

Resolved - The bank reconciliation was verified by Cllr Jon Los and Cllr Waddington. It was reported that at 22/01/2019 the current account balance was £96,689.58 (prior to payments made after 22 January 2019 e.g. Playscheme payment of £85,810.40) and the savings account balance was £47,939.82.

The following schedule of payments was agreed and approved for payment by cheque:

Resolved – Proposed: Cllr Beal Seconded: Cllr Julie Los All agreed

Payment	£
ICO Data Protection Renewal Fee	40.00
Sangwin Architects Fee – NDP Consultation January 2019	425.00 +VAT
ERVAS Payroll Services Oct – Dec 2018	16.50
Springfield Solutions – NDP Printing and stationery	425.00+ VAT
Plan Ahead Fee – NDP Consultation January 2019	345.00
NDP Postage and Stationery – M S Oliver	668.35
Clerk's pay and allowances since start of contract 05/11/2018	-

Clerk reported that from this meeting forward, one copy of the accounts and schedule of payments would be circulated at the meeting, with a circulation signature sheet.

Clerk reported that ERNLLCA have confirmed that Clerks are permitted to sign cheques, but that the parish council will keep with two authorised members' signatures members unless members are unavailable.

Clerk reminded members of the need to obtain an order number from Clerk for any services/supplies that will need payment.

Clerk advised that all NDP orders and payments will be collated and filed under one reference.

131. AUDITS – INTERNAL AND EXTERNAL

- a) Internal auditor - Clerk has made contact with Richard Dixon at Intuitive Accounting in Hull. They have carried out the council's internal audit for the previous 2 years, and are used by other local councils. Clerk suggested that they be appointed to carry out the council's 2018/2019 audit.
Resolved – To appoint Richard Dixon at Intuitive Accounting to carry out the council's 2018/2019 audit. Proposed: Cllr Oliver Sec: Cllr Richardson All agreed.
- b) External auditor – Clerk has made contact PKF Littlejohn in London
No action required – PKF Littlejohn will make contact in March/April

132. MEETINGS OF OUTSIDE ORGANISATIONS

Cllr Waddington had attended the Dogger Bank Offshore Wind Farm Project Event at Tickton Grange.

Clerk had attended ERNLLCA RFO Training Course at Bishop Burton College 05/02/2019.

133. MISCELLANEOUS CORRESPONDENCE

The Council acknowledged receipt of miscellaneous correspondence:

- a) Republication of Register of Electors 1st February 2019
- b) Village Taskforce Walkabout Survey from ERYC
Action: Cllr Richardson to complete
- c) Hornsea 4 Offshore Wind Farm Event Invitation 12th March 2019 - circulated
- d) Letter from Peter Hirschfield HWRA re Community Based Affordable Housing
Action: To be added to March agenda
- e) Email from ERYC LLPG and Street naming re suggested names for site Land East of Woodbine Cottage, Shepherd Lane, Beverley
Action: Clerk to respond - The parish council has no objection to the suggestions and feels the suggestions are in-keeping with the location

134. VILLAGE GATEWAY SIGNS

Discussion was held around the design, numbers and siting of village gateway signing. It was suggested that signs on A1174 be done first, with 4 white fencing gateway signs.

Action: Village gateway sub-team to look into this and report at next meeting.

Resolved - Proposed Cllr Julie Los Sec: Cllr Shores All agreed.

135. VILLAGE/PARISH LITTER PICK **Deferred to next meeting**

136. WOODMANSEY SCHOOL WARNING LIGHTS

Email had been received advising that the warning lights still weren't working approaching the school. Clerk has contacted ERYC Street Lighting who advised that this matter is being dealt with and that school warning lights are under review.

137. ARCHIVING OF DOCUMENTS

Advice sought from ERNLLCA. To be implemented when personnel and admin team meet to sort documents.

Action: Clerk to contact ERYC Archives re storage. Admin and personnel team to arrange meeting.

138. ANY OTHER BUSINESS

None.

139. NEXT MEETING

The next meeting of the Parish Council is to be held 7pm Monday 18th March 2019.

Meeting closed at 9.07pm