

WOODMANSEY PARISH COUNCIL

(Representing the communities of Dunswell, Thearne and Woodmansey)

Clerk: Judith Roberts, Juniper Cottage, Millington, East Riding of Yorkshire, YO42 1TX

Telephone: 01759 307423 email: woodmanseyclerk@lawks.co.uk

website: www.woodmanseyparish.co.uk

To: All Members of the Parish Council

10th May 2017

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, 15th May 2017 at 7:30pm**. The agenda for the meeting is set out below.

Yours sincerely,

Judith Roberts
Clerk to the Council

AGENDA

Apologies for absence

1. **DECLARATIONS OF 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).**
2. ELECTION OF CHAIRMAN
3. CHAIRMAN'S DECLARATION OF ACCEPTANCE
4. ELECTION OF VICE-CHAIRMAN
5. APPOINTMENT OF COMMITTEES AND DELEGATIONS
 - (a) To consider if any Committees are to be appointed
 - (b) To confirm the membership of the Woodmansey Neighbourhood Plan Working Group
6. REPRESENTATIVES ON OUTSIDE BODIES - to appoint representatives of the Council to the following organisations until the Annual Meeting of the Council in 2018:
 - Beverley in Bloom Committee (1 member)
 - Police and Partners Community Forum (1 year)
 - Woodmansey Village Hall Committee (2 members)
 - Joint meeting of Beverley Town Council and Molescroft and Woodmansey Parish Councils (3 members)
 - East Riding Flood Liaison Group (1 member)
 - East Riding Commuted Sums Meetings (1 member)
 - Beverley Renaissance Partnership (1 member)
7. DATES OF MEETINGS 2017-18 - to agree the dates and times for meetings of the Parish Council until the Annual Meeting of the Council in 2018 (**enclosed**)
8. MINUTES of the meeting of the Parish Council held on 19th April 2017 (copy **enclosed**).
9. MATTERS ARISING (Not otherwise on the Agenda).
10. STANDING ORDERS - to approve updated Standing Orders, to be implemented from the next meeting (**enclosed**)
11. FINANCIAL REGULATIONS - to approve the revised Financial Regulations (**enclosed**)
12. WOODMANSEY NEIGHBOURHOOD DEVELOPMENT PLAN - Update on progress (oral report)

13. PLANNING APPLICATIONS:

- (a) **Applications Received:** To consider applications for planning permission upon which the Parish Council has been consulted.:
- (i) Land South Of Unit 1 Wingfield Way Beverley - Erection of a retail unit with alterations to existing car park and associated works (Ref 17/01026/STPLF)
 - (ii) Unit 3A, Tokenspire Business Park, Hull Road, Woodmansey - Change of use of building from B1 (business), B2 (general industry) and B8 (storage and distribution) to a skate/scooter park and shop, cafe and recreation area (sui generis) in association with Unit 4A, and construction of a mezzanine floor (AMENDED PLANS AND DESCRIPTION) (Ref DC/17/00528/PLF/EASTSE/AUTTLE)
 - (iii) 245 Hull Road Woodmansey - Erection of a single storey extension to rear (Ref 17/01300/PLF)
 - (iv) Land North Of Oaklands Park Lane Cottingham - Construction of a 49.99MW Battery Storage Facility and associated infrastructure and landscaping (Ref 17/01372/STPLF)
- (b) **Decisions of the Planning Authority:** To report the decisions of the East Riding of Yorkshire Council:
- (i) Manor Farm 36 Thearne Lane Woodmansey - Change of use of domestic outbuildings to form 2 holiday cottages (Ref 16/02751/PLF) - **approved**
 - (ii) Dunswell Grange Beverley Road Dunswell - Erection of two storey extension to front and single storey extension to side (Ref 17/00672/PLF) - **approved**
 - (iii) Applied Analysis Limited Rowley House Unit 34 Tokenspire Business Park Hull Road Woodmansey - Change of use from B1 Business Office use to D1 Non-Residential care use with associated car parking (Ref 17/00940/PLF) - **approved**
- (c) **Appeal decisions:** To report the decisions of the East Riding of Yorkshire Council:
- (i) 5 Cavendish Drive, Beverley - Appeal Ref: APP/E2001/W/16/3164653; application Ref DC/16/01647/PLF/EASTSE - appeal **dismissed**

14. PLANNING WORKING PARTY

- (a) To approve the Planning Working Party Terms of Reference (**enclosed**)
- (b) To appoint members to the Planning Working Party

15. OLD SCHOOL HOUSE WOODMANSEY

- (a) Update on progress (oral report)
- (b) To consider request for £475+VAT from Woodmansey Primary School PTFA for survey (**enclosed**)

16. VILLAGE SIGNS - to report on progress (oral report)

17. PLAY AREAS

- (a) To approve repair work on climbing frame at Southwood Park (quote **enclosed**)
- (b) To update on progress on managing nettles at Southwood Park (oral report)

18. BUS SHELTERS - to report on progress with damaged bus shelter by Wharton Arms (oral report)

19. ERNLLCA PRECEPT QUESTIONNAIRE - To consider responding to the ERNLLCA questionnaire (**enclosed**)

20. PERSONNEL COMMITTEE

- (a) To approve the Personnel Committee Terms of Reference (**enclosed**)
- (b) To approve the Clerk Appraisal Policy (**enclosed**)
- (c) To approve the updated Clerk job Description (**enclosed**)
- (d) To acknowledge the report of the meeting of the Personnel Committee on 15th March 2017 (**enclosed**)

21. INSURANCE

- (a) To decide on renewal period for insurance (offer document **enclosed**)
- (b) To approve renewal of insurance (quote **enclosed**)

22.ACCOUNTS AND FINANCIAL STATEMENT (report **enclosed**)

- (a) To verify bank reconciliation
- (b) To approve schedule of payments

23.ANNUAL ACCOUNTS AND AUDIT

- (a) To acknowledge the internal auditor report (**enclosed**)
- (b) To note the actions list arising from the internal auditor report (**enclosed**)
- (c) To acknowledge the final end of year accounts report (**enclosed**)

24.ANNUAL RETURN ASSERTION - to complete and sign the Annual Return Assertion (**enclosed**)

25.ANNUAL GOVERNANCE STATEMENT - to consider and approve or otherwise The Annual Governance Statement (**enclosed**)

26.ANNUAL ACCOUNTING STATEMENT - to consider and approve or otherwise the Annual Accounting Statements (**enclosed**)

27.MEETINGS OF OUTSIDE ORGANISATIONS

- (a) To report on progress on organising a Beverley, Molescroft & Woodmansey joint meeting (oral report)
- (b) To receive reports from the Council representatives (if any).

28.CLERK HOLIDAY - To agree procedures for handling email and Planning Notifications during the Clerk's holiday

29.MISCELLANEOUS CORRESPONDENCE - To acknowledge receipt of listed miscellaneous correspondence and determine any actions (**enclosed**),

30.ANY OTHER BUSINESS, which in the opinion of the Chairman is urgent.

31.NEXT MEETING: The next meeting of the Parish Council is to be held on Monday 19th June 2017 at 7:30pm, subject to the decision under item 6 "Dates of meetings" above.