

## Summary Notes of November 2021 (Ordinary) Meeting

**Date of Meeting** Monday, 15<sup>th</sup> November 2021

**Time of Meeting** 1900

**IN ATTENDANCE:**

**Parish Cllrs** Cllr K Harold (Chair); Cllr A Beal (Vice-Chair); Cllr (Mrs) J Los; Cllr J Los; Cllr E Constable; Cllr S Oliver; Cllr P Bown; Cllr H Bulmer; Cllr Dave Shores

**Ward Cllrs** Cllr Ros Jump; **Parish Clerk** Andrew Crabbe.

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As a point of procedure the November Parish Meeting was moved from its usual Monday date to Tuesday 16<sup>th</sup> due to an advised power cut in the area.

**1 Present and Apologies (*Chair to confirm quorum*)**

Chair noted the apologies of Cllrs McCormick, Levy and Ward Cllr Mathison.

**Resolved** Chair confirmed quorum for the meeting.

**2 Declarations of Interest – any new or concerning matters on this month’s agenda (*Chair*)**

Cllrs advised declarations stood as previously advised and none were declared with regard to the evenings agenda.

**Resolved** As above

**3 Approval of the previous months minutes (*Chair*)**

Cllrs confirmed the receipt of the summary notes for October, and it was duly noted that there were no requests for amendments.

**Resolved** Chair signed as a true record and duly approved.

**Visit from Risby Homes**

Clerk advised Cllrs that the scheduled visit by Risby Homes to discuss possible option of Woodland adoption on Beverley Parklands would not happen at the meeting as the representatives were unable to attend the postponed meeting, however the Clerk had been asked to pass the following onto Cllrs:

- The matter is still subject to a 106 agreement and purchase of the land in question - Risby Homes currently do not own the land yet.
- The Parish Council is the preferred body to whom they hand over the woods, but Risby Homes wanted to emphasise that this was all still conditional (as above)
- As and when they hand over the land, it will be in 'top condition' and Risby Homes will have carried out all the necessary work for boundary fencing, paths, and tree management.

Cllr Oliver advised he had attended the proposed site with a tree specialist who had advised a lot of the wood comprised of extended saplings which were unlikely to grow into full trees. Cllrs agreed that there were numerous schemes available at the moment promoting woodlands and there was opportunity for the PC to take advantage of these in the future. Cllr Oliver advised that the tree specialist was offering to conduct a more comprehensive report for the PC on the woodland and Cllrs agreed unanimously that this should be actioned.

Cllrs also noted that that Risby Homes were keen to hold a further face to face meeting with Cllrs at some point when the above points were clarified.

**Ongoing** Matter deferred to forthcoming meetings as applicable and to remain on agenda for future updates.

#### **4 Report from Ward Cllrs (Cllrs Harold, Mathieson & Jump)**

Ward Cllrs Harold and Jump advised no updates with regard to Ward activities.

#### **5. Correspondence / opportunity for any members of the public in attendance to speak**

##### **5.1 Letter from ERYC re rough sleeping**

Cllrs referred to a previous correspondence from ERYC asking if the PC was aware of any rough sleepers in the Parish – this had to be ‘to the best of knowledge’ and was specifically for the nights of the 17-18 November.

**Resolved** Cllrs confirmed they were not aware of anyone meeting the criteria and should this be the case at the end of the stipulated period, the Clerk would complete the return as ‘Nil’.

##### **5.2 Letter from Brinkman re: AEDs**

Cllrs referred to a previous correspondence from Brinkman making enquiries about installing a defibrillator and asking for any recommendations on reliable suppliers. Clerk advised he had already provided details of charity called London Hearts whom he had used previously. Cllr Bulmer advised he had contact at CADDY who also provided this service, and it was agreed the Clerk would provide the details of this contact to Brinkman. Cllrs agreed that it was a good idea to have details of all defibs in the Parish, both privately owned and those managed by businesses and the Parish Council.

**Ongoing** Clerk to contact Ambulance Service to ask if they would be prepared to give details of AED’s and if so create a database of the location of AEDs in the Parish and publish this for the benefit of residents.

**Ongoing** Clerk to contact Brinkman and offer PC support with regard to maintenance and operation

##### **5.3 Letter from resident complaining about tree overhanging garden (King Street Park)**

Clerk advised he had looked at the property and it was the case a tree was overhanging the garden of the property in question, however in his view this was not particularly excessive. There was also a difficulty in accessing the tree from the garden due to outbuildings in the residents garden, along the fence.

**Ongoing** – Clerk would look into matter further and provide a recommendation to Cllrs by email

##### **5.4 Email from ERYC re: Street Lighting Agreement (Cllrs to discuss if this is correct)**

Cllrs referred to a previous correspondence which listed the street light ERYC advised were the responsibility of the Parish Council. Cllrs questioned if this was correct and that they could not recall seeing this document

**Ongoing** Clerk to contact ERYC and ask for a copy of the Service Level Agreement as well as a location map showing all the street lights the Parish Council was responsible for

**6. Financial Report and Accounts (Clerk)**

Clerk referred Cllrs to the financial report for September and cheques for approval in October. The financial report can be found as **Appendix 1**.

Clerk advised the PC was now halfway through the financial year and there were no concerns with regard to finances, and all was in line with forecasts and very healthy. The bank balance at the end of October of was £ 34,492.98 and the forecast balance of £33,097.45 at the end of November (taking all liabilities into account). The high interest (107) account (reserves) remain untouched at £48,076.71. In summary, Parish finances remain stable and solvent with no identifiable risks

**Resolved** Cllrs approved the cheques for November 2021

**7. Planning applications (All)**

Cllrs considered the applications received in time for the November meeting, details of which along with Cllr observations can be found as **Appendix 2**

**Resolved** Observations on the respective applications were approved for the Clerk to submit to ERYC

**8. Police Matters – opportunity for Cllrs to discuss latest crime statistics (All)**

**Resolved** Cllrs confirmed they had received the police report for October and no questions were tabled.

**9. Matters arising – to consider on-going and new issues and decide further action if necessary:**

Ongoing Issues

**9.2 Update on allotment project (signing of new Lease Agreement) (All)**

Clerk confirmed there was no update from ERYC and that the new Lease Agreement had not been received at this time. Clerk continued that although the ERYC Officer concerned had advised there was no guarantee with regard to a timeframe for completion, the requested two months tabled by the PC seemed reasonable. A month had passed since this communication.

**Ongoing** Ward Cllr Harold was asked by Cllrs to take this matter up with the relevant Senior Manager

**9.2 Update on arrangements for Queens Platinum Jubilee Celebrations (report from Cllrs attending the Working Group on 11th November) (All)**

An update can be found as **Appendix 3**.

In terms of provisional budget, Cllrs agreed to a figure of £5,000 to allocate to the project. This may be subject to change as plans are progressed and costing clarified. Cllrs discussed how this may be funded by the PC and noted the reserve and even current budget may be utilised rather than increasing the precept. A final decision to be taken by the January meeting at which time the precept demand will need to be submitted.

**Ongoing** Clerk to create a separate Queens Platinum Budget to run juxtaposed to the main budget.

**Ongoing** Item to remain on Agenda to allow regular updates

**9.3 Update on projects for 2022 / precept demand (current potential projects include new AED; costs of adoption of woodland in Beverley Parklands; funding for Queen's Platinum Jubilee) (All)**

9.3.1 Cllrs noted the repairs of the surfacing in the King Street playground was £1000 and Clerk advised that he felt this amount could be managed within existing budgets / transfer from the reserve and there need not be any impact on the precept demand. It is noted for the purpose of procedure, that Cllrs have email approved this expenditure.

**Resolved** The resurfacing of identified areas of the King Street Playground to be progressed using Wicksteed as contractor for this work

9.3.2 Cllrs discussed cleaning the War Memorial opposite St Peter's Church. A quote has been provided to Cllrs for this work and this was approved, and the Clerk instructed to action. Cllrs also noted that there was uncertainty as to the actual ownership of the Memorial and the Clerk advised he had contacted ERYC and the War Memorial Trust with regard to this.

**Ongoing** Clerk to update Cllrs at future meetings on progress with regard to cleaning and ownership of the Memorial

9.3.3 Cllrs also discussed a request from a member of the public asking if the Parish Council would be prepared to support a Memorial Garden extending out onto waste ground at the back of the Memorial. Clerk advised he has spoken to ERYC and the land is owned by the Authority, however there is a covenant that dictates this patch of land can only be used for the school. Cllrs agreed the idea of a Memorial Garden was an excellent one in principle and something which should be explored in the future.

**Ongoing** Chair reminded Cllrs that the submission date for the precept was close now and if any projects were to be undertaken in the new financial year, these would need to be tabled within the next two months.

#### **9.5 Update on co-option for new Cllr (undertake vote if applications are received / next steps if not) (All)**

Clerk confirmed that no applications for the vacancy had been received and in terms of due process this will remain a vacancy and the PC should periodically run an 'advert' inviting applications. There was nothing unnecessarily unusual with a Parish Council holding a standing vacancy and nothing to be concerned about unless the quorum of a meeting was ever jeopardised.

**Resolved** As above and Clerk to advise of Standing Vacancy at the PC

#### **9.6 Update on concerns for smells from AD Plant – Possible visit from management team (All)**

Following instruction at the previous meeting that the Clerk contact the Environment Agency (EA) and ERYC Enforcement, Cllrs duly noted the response from the EA - Clerk continued that a Senior Enforcement Officer at ERYC had taken responsibility for the matter. Cllrs also expressed disappointment that the Company involved in this matter (4uFresh) had declined an invitation from the PC to attend a Parish Meeting to give their version of events and Cllrs agreed this was a missed opportunity. Cllr Jon Los advised that he understood the Company management were reluctant to attend any meeting which involved the public as they had experienced alleged aggression and even threats from individuals - Cllr Los suggested it might be more appropriate for representatives of the PC to meet with Management.

Clerk advised Cllrs that this was a matter in which the PC had no authority and as such in the knowledge the matter was now in the hands of the relevant bodies, he recommended that the matter was now left to these bodies, who were better placed to be able to deal with any issues if there were any to be dealt with. Cllrs agreed to this recommendation.

**Resolved** Clerk to ask EA and ERYC Enforcement to keep the PC up to date where possible, but to advise residents going forward that the matter was now in the hands of the appropriate authorities.

#### **9.7 Update on letter from Newbald PC (with regard to relationship between Parish Councils and ERYC) (All)**

Following several correspondences from Newbald Parish Council asking for fellow Councils to support a letter to ERYC outlining concerns over the relationship between the Authority and Parish Councils, Newbald PC were asking for any ideas on how the relationship should be improved to be included in letter.

Cllrs agreed to support the letter to ERYC as long as it was constructive – it was agreed one point of improvement could be in ERYC enabling contact with relevant officers easier along with improvements in response times to questions raised - Cllrs referred to the now removed Parish Council Liaison Officer who was a great asset to the relationship between Parishes and ERYC and it was a shame this post no longer existed.

**Ongoing** Clerk to contact and advise Newbald PC as above

#### **9.8 Update on request for traffic surveys from ERYC / speeding matters in general (All)**

Cllrs noted correspondence from ERYC Highways advising that the budget for traffic surveys had been used and that any survey for Woodmansey will not take place until the new financial year of 2022. Cllrs agreed this was disappointing however there was nothing more that could be done at this stage.

**Resolved** Clerk to make note to revisit matter in April 2022 and also advise residents of this development via social media and the website to ensure the public were aware the Parish Council continued to take concerns for traffic matters seriously

#### **9.9 Update on tree destruction on Minster Way / Long Lane (letter to ERYC – 4<sup>th</sup> October) (All)**

Following on from previous meetings in which Cllrs had written to ERYC with regard to the destruction of trees and hedgerows on Minister Way and Long Lane, Cllrs noted an update from the ERYC Officer investigating the matter who advised several parties involved in the development in both areas had stated they had not removed the trees / hedgerows. The Officer advised investigations were ongoing and the Parish Council would be updated accordingly.

**Ongoing** Item to remain on agenda for future updates.

#### New Issues

#### **9.10 Cllrs to consider latest update on Policy & Procedure Review – (Clerk/All)**

Cllrs noted receipt of a new Grievance Policy and Form which had been sent prior to the meeting for approval.

**Resolved** Cllrs approved the Policy and this was adopted by the Parish Council

#### **9.11 Cllrs to discuss Parish Council representation on the Village Hall Committee (Cllr (Mrs) J Loss)**

Cllr Mrs Los advised that there was currently no PC representation on the Village Hall Committee which was a requirement of the Committee Constitution and therefore she was looking for at least one Cllr to put themselves forward for this role.

**Resolved** Cllr Beal suggested that Cllrs could be rotated, taking it in turns to attend Committee Meetings

**Resolved** Noting concerns work relating to the maintenance and management of the Village Hall was falling largely to just two Members at the moment, Cllrs suggested using the Parish Council Facebook page to request volunteers to work alongside Committee members for work concerning the Village Hall.

#### **9.12 Cllrs to consider if the Covid Risk assessment should continue for the December Meeting (All)**

Following on from previous meetings, Cllrs were asked to consider if the risk assessment should continue into the December meeting. Clerk confirmed with cases rising, it remained his recommendation that this was the case.

**Resolved** Cllrs unanimously agreed to continue with the Risk Assessment

**9.13 Cllrs to consider request for new litter bin on Long Lane (Cllr Beal)**

Cllr Beal advised there had been concerns from the Wombles Team with regard to the amount of litter near the flyover on Long Lane and the Wombles had requested a bin was placed there. Clerk advised he believed this had been raised previously and ERYC had advised that most of the litter was blown there and trapped against the flyover structure and fencing, meaning a bin would not solve the problem - in addition there would be some difficulty in emptying any bin placed at this location.

**Ongoing** Clerk to speak to ERYC to clarify / get their view on the matter and advise Cllrs accordingly

**10. AOB / matters raised by Cllrs (*not to be voted on*).**

Cllrs agreed that the December Parish Meeting should commence 30 minutes earlier at 1830.

There being no further business, the Meeting concluded at 2100

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Signed as a true record *Kerri Harold* Date *December 2021*  
Cllr Kerri Harold – Woodmansey Parish Chair

# Woodmansey Parish Council





Woodmansey Parish Council								
Presented at <b>November 2021 Meeting</b> For Period			Oct-21					
From:	Parish Clerk							
To:	Parish Councillors							
<b>Box 1</b>				<b>Box 2</b>				
Community Account (325) Balance as of end of last reporting period (September 21) =			<b>£35,866.45</b>			Outstanding Cheques (Cheques issued at previous meetings but not cashed at time of current Bank Statement)		
Bank Transactions in October 2021						PKF Littlejohn - Annual Governance & Accountability Return for year ended 31 March 2021		
<b>Debits</b>								
<b>Date Cashd</b>	<b>Cheque No.</b>	<b>Payee &amp; Reason</b>			<b>Amount</b>			
05-Oct	236	Woodmansey Village Hall Committee - Monthly Wi-Fi subscription (August) as agreed by Cllrs at June			£60.95			
05-Oct	237	Woodmansey Village Hall Committee - Monthly Wi-Fi subscription (Sept 21) as agreed by Cllrs at June			£60.95			
25-Oct	238	A Crabbe - Salary for Oct 2021			£804.55			
25-Oct	240	A Crabbe - Rembursement for payment of 2x British Legion planters			£307.25			
26-Oct	239	Village Hall Committee - reimbursement of WIFI fees (October 2021)			£78.00			
26-Oct	242	Village Hall Committee - reimbursement of WIFI fees (rebalance from previous invoices - see email from			£61.77			
<b>Credits</b>								
<b>Date of Receipt</b>	<b>Ref No</b>	<b>Reason</b>			<b>Amount</b>			
		Balance as of end of previous month (September)			£35,866.45			
		Total spend in October 21 (presented) =			£1,373.47			
		Total Receipts in Oct 2021			£0.00			
		<b>Total balance in bank as of end of Oct 21 (reconciles with attached Bank Statements) =</b>			<b>£34,492.98</b>			
<b>Box 3</b>				<b>Box 4</b>				
New Cheques Issued and presented to Cllrs for approval at the November 21 Meeting						<b>Summary of PC Accounts until end of Nov 21 (Actuals &amp; Forecasts)</b>		
						<b>No.1 Account: Current Account (923)</b>		
Village Hall Committee - reimbursement of WIFI fees (November 2021)						<b>a Bank Balance at end of Sept 21 (verified by Statement) =</b>		
A Crabbe - Salary for November 2021						<b>£35,866.45</b>		
ERYC - New ID Badges for Cllrs Bown, Bulmer and McCormick						<b>b (Actual) Total Spend in Oct 21 (cashd) =</b>		
A Crabbe - Reimbursement for compost (British Legion Planters)						<b>£1,373.47</b>		
Dunswell Academy - Grant paid under the WPC Community Grant Scheme						<b>c (Actual) Uncashed Cheques</b>		
						<b>£240.00</b>		
						<b>d (Actual) New Cheques issued at Nov 21 meeting</b>		
						<b>£1,155.53</b>		
						<b>e Forecast Spending for end of Nov 21 (which is box b, c and d added) =</b>		
						<b>£2,769.00</b>		
						<b>f (Actual) Credit Payments made in Oct 2021</b>		
						<b>£0.00</b>		
						<b>g Forecast of Balance for end of Nov 21 (which is box e deducted from box a, added to box f) =</b>		
						<b>£33,097.45</b>		
<b>Box 5</b>				<b>Box 6</b>				
No.2 Account: High Interest Account (107)		Balance		<b>Woodmansey Neighbourhood Plan Budget</b>				
Balance as of 29th October 2021 =		<b>£48,076.71</b>		<b>Grant Received Jan21 (£4,600) plus £2,000 agreed from main budget to be spent in new financial year =</b>				
				<b>£6,600.00</b>				
				<b>Spend on Woodmansey NP (Update as of September 2021)</b>				
				Your Locale consultants - editing of the Plan document following the review				
				£4,200.00				
				Sangwin Architects - re drafting of the schematic plan drawing				
				£900.00				
				Cookie Design - Re design of the WNP document				
				£200.00				
				<b>Page 7 of 11</b>				
				<b>Spending on Woodmansey (as of March 2021) - To be approved by Cllrs at March Meeting =</b>				
				<b>£5,300.00</b>				
				<b>Balance of NP Budget(as of March 2021) =</b>				
				<b>£1,300.00</b>				

## Appendix 2:



Woodmansey Parish Council

Planning Application Report for December 2021 Meeting – Final Version for December 2021 Meeting

For full details of applications, use the public planning portal at ERYC <https://www.eastriding.gov.uk/planning-permission-and-building-control/applications-for-planning-and-building-control/view-and-comment-on-planning-applications/> Type in 'Woodmansey' for the location and 'current' applications

Location & Applicant:	Planning Ref:	Proposal:	Status:	Observations / Comments:
130 Victoria Road Beverley Applicant: Mr & Mrs Krauss	21/04372/ PLF	Erection of two storey extension to side/rear, erection of two storey extension to side/front, increase in roof height and construction of dormer to rear and construction of new vehicular access	Full Planning Permission	 130 Victoria Road Beverley.pdf  <b>The Parish Council is not aware of any objections to this application and therefore is neutral in the matter</b>
Land North Of Minster Way Woodmansey East Riding Of Yorkshire HU17 0SY Applicant: Vistry Group (Yorkshire)	21/04476/ STVAR	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)) (Application to vary Condition 9 (Phase 2 occupation) of planning permission 20/01988/STVAR to allow no more than 73 dwellings on Phase 2 to be occupied prior to 25th January 2023)	Strategic - Variation of Condition(s)	 Land North Of Minster Way Woodr  <b>The Parish Council acknowledges the strategic nature of this application but wishes to note Cllrs continued serious concerns with the destruction of countryside and rural environment. Cllrs feel it is essential that any developments make genuine efforts to compensate for the loss of greenery</b>



Applications Decided (Refusal / Granted)			
Unit 2 Eastfields Road Beverley Applicant: BKUK Group Lt	21/03384/ PAD	Display of 3 internally illuminated logo signs, 3 internally illuminated lettering signs, 2 internally illuminated pre-menu signs, 2 internally illuminated triple menu sign, 2 externally illuminated ordering units, 2 non-illuminated projecting payment/collection point signs, 1 nonilluminated board sign, 3 non-illuminated poster board signs, 1 internally illuminated height restrictor, 2 internally illuminated traffic management signs, window graphics, an externally illuminated parapet band and lighting	 Unit 2 Eastfields Road Beverley NOD. <b>GRANTED – with conditions including to be turned off outside of office hours</b>
14 Minster Avenue Beverley Applicant: Mrs Veronica Rix	21/03676/ PLF	Replace two existing windows, one to side and one to rear, with double doors Location:	 14 Minster Avenue Beverley NOD.pdf <b>GRANTED</b>

**Appendix 3** Notes from the Woodmansey Working Group to Discuss Queens Platinum Jubilee Celeb

Initial meeting held 11/11/2021 in the Village Hall (Meeting Room).

**Present**

Julie Los, Richard Los, Keri Harold, Dawn Pollard, Harry Bulmer, Mike Bowden.

**Apologies**

Alison Oxtoby, Phil Bown, Bethan Nichols, Andrew Jolley.

Wide ranging discussions to identify key elements took place, the bare bones as follows: -

- Name of the event** Woodmansey Jubilee Gala  
A weekend family celebration across the Parish.
- Date of the event** Either Friday July 1st, Saturday 2nd and Sunday, 3rd  
OR  
Friday July 8th, Saturday 9th and Sunday 10th.

**Format of event**

Friday evening – “Songs of Praise” St Peters Church, Woodmansey.  
Saturday – satellite celebrations at Dunswell and Keldmarsh (tbc)  
Sunday – Main Event Woodmansey Village Hall and grounds.

Format and content yet to be identified but discussions for the Main Event included funfair, games, stalls, demonstrations, raffles, competitions etc.

The Main Event will culminate in a Barn Dance in the Village Hall late Sunday afternoon/early evening

Various food/snacks will be made available along with ice cream, soft drinks, licenced bar for Beer and a bottle bar (wine etc).

As it is envisaged that no charge for entrance and probably other areas, a sum of £5,000 was identified to cover any costs (obviously any costs will be substantiated by receipts) and by copy would Andrew Crabbe please “ earmark” the above sum, the mechanics to be decided by the Parish Council. Any underspend would then be made available for other projects that would benefit the Parish (benches, perhaps)?

Another of the ideas formulated and accepted during the meeting was to promote a Woodmansey Christmas with lights, a tree etc.

May only be a small start this year due to short notice but can be enlarged for next year. Further details to emerge.

**Date of next meeting** – Wednesday December 8th, 6.00 pm in the Meeting Room  
Actions identified today re Christmas

Source a large Christmas Tree – Julie Los.

Lights etc – Keri Harold

Actions re Jubilee Celebration.

Pizza van, Beer sales, raffle prizes from Morrisons (and maybe Lidl – Harry Bulmer

Permissions, Insurance, First Aid, H&S Risk Analysis lead, Barn Dance band and caller, Travelling Fair- Mike Bowden

Fish & Chip van – Julie Los

St Peters Church input – Dawn Pollard.

Bouncy Castle, wines, soft drinks – Keri Harold

Advertising/Marketing – Phil Bown (sorry Phil but you seem made for the job!).

Getting the various PTA on board, hopefully for the next meeting – Keri/Julie?

Future meeting frequency would be set at one every 4 weeks which may change to every 2 weeks as the date approaches and final details need nailing. Wednesday early pm seems to be the best day for this.

Any item that deems to be urgent can be dealt with via round-robin e mails.