



Minutes of the Parish Council Meeting held on Thursday 12th January 2023 at 19:00 in Nunburnholme Church.

Present: Cllr Phillips, Atkinson, Richardson, Halkon, R Bird, C Bird, Ward Cllr Rudd and one member of the public.

OPEN FORUM

Nothing was discussed here.

Meeting started at 19:01 hrs.

PARISH COUNCIL MEETING

2023.01 Welcome and Apologies

All members were present.

2023.02 Declarations of Pecuniary and Non-Pecuniary Interest

Ward Cllr Rudd declared his interest in all planning application on agendas due to him sitting on the Planning Committee.

2023.03 Minutes of the November and December Meetings

All agreed that these were a true and accurate record and were signed by Cllr Phillips.

2023.04 Ward Cllr Report

ERYC have yet to decide the raise in council tax although it is likely to be 4.99% This will be split between 2.99% on general costs and 2% on adult social care. The Council tax will be set on the 9th February.

TESCO have made an appeal to ERYC for grant requests (blue token scheme) as they have not had many at branches across East Riding of Yorkshire.

ERYC have launched a Positive Activity grant for youth projects.

Humberside have employed 78 new officers recently and in the past five years have employed 800 in total.

2023.05 Matters Arising (including outstanding actions not covered elsewhere on the agenda)

Wildflower Initiatives

ACTION: Cllrs Phillips and Atkinson to roll this action over to Spring 2023.

NatWest

Cllr Phillips has new forms for each relevant member to sign, including the clerk. The previous forms submitted have been misplaced by NatWest. ACTION: Clerk to check progress of this before the meeting if nothing has been sent.



Drain Guards Outside Appletree Cottage

Cllr Atkinson confirmed that this work had been carried out.

Visibility of Quarry

ACTION: Cllr Richardson to contact the adjacent landowner regarding planting trees. This was carried over to the next meeting due to Cllr Richardsons absence.

Speed Limit Reduction Request Update

Cllr Phillips noted that he had attended the Western Area Liaison Meeting and discussed the parish speeding issues. ACTION: Cllr Phillips to chase ERYC regarding the traffic survey for Church Lane.

Parish Council Website

The clerk has had confirmation from ERYC that the internal site has now been set up on ERYCs servers. ERYC will let the clerk know once it has been completed. ACTION: Clerk to check the progress of this before the next meeting.

2023.06 Accounts

The clerk had sent the accounts reconciliation, bank statements, invoices, and schedule of payments prior to the meeting. Cllr R Bird proposed to approve the schedule of payments, Cllr C Bird seconded this, and all agreed. The following payments were approved:

ERYC – £619.61 cheque no. 000834 (street lighting SLA)

ERNLLCA - £48, cheque no. 000835 (Cllr training)

ERYC - £214.46, cheque no. 000836 (grass cutting)

Gallagher insurance - £375.68, cheque no. 000837 (insurance premium)

Samantha O'Connor – £9.90 cheque no. 000838 (clerks' travel expenses)

Samantha O'Connor – cheque no. 000839 (clerk salary)

Cllr Richardson and R Bird signed all cheques and an additional five blank cheques.

Cllr Atkinson reviewed and signed the bank statements.

The clerk handed Cllr Phillips a £3.45 cheque from a utility company to pay into a branch.

2023.07 Planning Application

22/03858/PLF Erection of a single storey extension to front of existing cattery. Location: The Paddocks, Millington Lane, Kilnwick Percy, YO42 1UF

A site visit was carried out by Cllrs R Bird and Phillips. They reported that there will be no oversight by neighbours and that it will provide rural employment.



A brief discussion was held where no objections were raised, and all Cllrs were happy to support the application. ACTION: Clerk to respond to the application accordingly.

2023.08 Review of Annual Donations

The clerk had sought advice on the lawfulness of the PC donating to the Church. It was confirmed that under the provisions of the Local Government Act 1894, section 8, both Section 137 and the GPC can be used where no direct power exists provided legislation does not specifically prevent such expenditure. It is the opinion of the Head of Legal Services at the National Association of Local Councils that both Section 137 and the GPC cannot be applied to church property.

A discussion was held, and it was agreed that as the Church is now used as the permanent meeting venue, that the PC should contribute to the expenses incurred. The clerk noted that she would make this clear in the accounts and in the minutes. ACTION: PC to make a £250 contribution to the church for use of the venue and for being the emergency meeting point.

All agreed that the usual £250 should be given to the jubilee committee under Section 137.

2023.10 Precept

This was moved here before agenda item 2023.09 to confirm the amount requested based on proposed budgets.

The clerk had sent a financial report prior to the meeting, to inform Cllrs of projected expenditure and precept options. Considering the slightly higher projected running costs of £6780 and the number of reserves held, Cllr R Bird proposed to keep the precept at the amount of £6700 and review spending next year. Cllr C Bird seconded this, and all agreed. The clerk noted that on a Band D property this would see a £0.72 rise due to a change in the tax base. This amount is not the full council tax amount, it is only the precept portion that makes up the full council tax bill.

2023.09 Budgets 2023/24

All Cllrs were happy to set the budgets as laid out in the financial report.

2023.11 Clerk Appraisal

The clerk noted that she had not had an appraisal since she started even though it is detailed in her contract. It was agreed that this should be implemented and carried out prior to the meeting in March. Cllr Richardson and Phillips will conduct the appraisal. ACTION: Clerk to complete the appraisal form and send to Cllrs prior to the meeting.

2023.12 Beck Clearance

Cllr Halkon noted that she had been approached about the state of the vegetation near the beck. It was suggested that a community working party is formed to tackle this. ACTION: Clerk to check if the PCs insurance will cover this activity.



Cllr Halkon has been trying to contact the farm manager regarding Bratt Wood but has not yet spoken to him. ACTION: Cllr Halkon to give an update at the next meeting. ACTION: Cllr Atkinson to raise this issue on the next street scene walkabout.

2023.13 Annual Jubilee Wood Inspection Costs

Cllr Atkinson reported that the contractor had not put a quote together in time for the meeting. ACTION: Cllr Atkinson to obtain quote for March meeting.

2023.14 Change of Internal Auditor

The clerk has been approached by a different auditor and asked the PC to consider the proposal. The clerk noted that it is good practice to change auditors and that the PC have been with the current one for four years.

A discussion was held, and all were happy for the clerk to instruct the new auditor to carry out the internal audit in May.

2023.15 BT Telephone Box

The clerk has not received any confirmation that there are to be no more consultations on the phone box. ACTION: Cllr Halkon to send this to the clerk.

2023.16 Correspondence and Community Issues

Cllr Phillips proposed to send a letter of condolence to Ann Hill following on from her bereavement. Her husband John, served for many years on the Parish Council and will be sadly missed. ACTION: Cllr Phillips to send a letter from the PC.

The clerk had sent an email regarding the upcoming parish council elections in May. All Cllrs will lose their seat and will need to re-apply.

The clerk had sent an email regarding a parish councils' event in February at Withernsea. It was agreed that given the location, that no one would be attending.

ERNLLCA are offering Chairmanship training on the 14th March for anyone interested in taking on the Chair role in May.

2023.17 Date of Next Meeting

2nd March 7pm at Nunburnholme Church.

There being no further business, the meeting closed at 21:00 hrs.

Signed as a true and correct record _____ Date_____