

## **PARISH COUNCIL OF NUNBURNHOLME WITH KILNWICK PERCY**

### **Minutes of a meeting of the Parish Council (PC) held on Thursday 13<sup>th</sup> January, 7pm at Nunburnholme Church**

Present: Cllr Phillips, Richardson, Atkinson, R Bird, C Bird and Ward Cllr Rudd. Two members of the public were also in attendance.

The meeting was chaired by Cllr Phillips and assisted by the clerk.

#### **OPEN FORUM**

Nothing was discussed here.

**Meeting started at 19:04 hrs.**

#### **PARISH COUNCIL MEETING**

1. **Welcome and Apologies** – Cllr Phillips welcomed the members of the public.
2. **Declarations of Interests** – None.
3. **Co-option of Councillor**

Helen Halkon had expressed an interest in joining the PC and Cllrs had seen her CV and expression of interest prior to the meeting. Helen was asked to leave the church while a discussion took place. Cllr R Bird proposed to co-opt Helen, Cllr Richardson seconded this, and all agreed. The clerk asked Helen to complete the 'register of interests form' and send this back to her. The clerk signed the declaration of acceptance form, but Helen wished to read the Code of Conduct before accepting. The clerk notified Helen that until she signs the form, she will not be a Cllr. ACTION: Clerk to ask Helen for both forms before the next meeting.

#### **4. Signing of the Previous Minutes**

All agreed to accept these as a true and accurate record.

#### **5. Ward Councillor Report**

Covid statistics for Humber, Coast and The Vale up to 7th January are as follows:

- 99% of care workers and residents have had both vaccinations and the booster
- 78% of 16–17-year-olds have had both vaccinations
- East Riding of Yorkshire have one of the lowest Covid rates in the country and delivered 400,000 booster vaccinations during December.

Market Weighton Town Council are looking at purchasing commemorative memorabilia for each school child to celebrate the Queen's Platinum Jubilee.

ERYC are keen to recruit private foster carers and urge anyone who is interested to contact ERYC on 01482 395500 or go to [www.erscp.co.uk/](http://www.erscp.co.uk/)

ERYC have various grants open for applications including grants in Art, Health, Community and Jubilee.

ERYC are currently preparing for setting the budgets and determining the council tax, these will be decided in February.

## **6. Matters Arising (including outstanding actions not covered elsewhere on the agenda)**

### **NatWest**

Cllr Phillips noted that two more Cllrs should be available to assist with telephone and online banking. Cllr C Bird and A Richardson both volunteered. Cllr Phillips asked that if changing banks would be the easiest step to take whether all members would be happy with this, all agreed that Cllr Phillips could explore this option.

ACTION: Cllr Phillips to provide an update at the March Meeting.

### **Defibrillator at the Buddhist Centre**

Cllr Phillips has spoken to both parishioners and the manager at the Buddhist centre and it has been agreed that the PC will foot the costs for the defibrillator maintenance. ACTION: Clerk to provide annual costings for this in March to consider for the budgets.

### **Contribution to Grass Cutting**

It has been discussed that if contributions are required, that the PC will discuss this as and when they are requested. No further action.

## **7. Accounts**

The clerk presented the accounts reconciliation, bank statement, invoices, and schedule of payments. Cllr Phillips proposed to approve the schedule of payments, Cllr C Bird seconded this, and all agreed. The following payments were approved:

Samantha O'Connor – £9.90, cheque no. 000791 (travel expenses)

Samantha O'Connor – cheque no. 000792 (salary)

HMRC - £80.20, cheque no. 000793 (clerks PAYE)

Geekpoint - £37.50, cheque no. 000794 (website updates)

Came & Co. - £375.68, cheque no. 000795 (insurance renewal)

ERYC - £643.37, cheque no. 000796 (street lighting SLA)

Wolds Agri Ltd - £72, cheque no. 000797 (no-littering signs)

ERYC - £214.46, cheque no.000798 (grass cutting)

The invoices were signed by Cllr Phillips and Cllr C Bird. Cllr Philips and R Bird signed the cheques.

Bank statements and the account reconciliation were checked and signed by Cllr Atkinson.

## **8. Review of Annual Donations**

A discussion was held, and it was agreed that an annual donation of £250 should go to both the PCC and the Jubilee Committee. ACTION: Clerk to make these payments at the March meeting.

## **9. Budget Planning and Precept**

The clerk had prepared and circulated a precept and budget report prior to the meeting. All Cllrs agreed to keep the following budgets for 2022/23 at the same value as the current financial year:

Street Lighting - £550

Salary and expenses - £2500

Grass Cutting - £200

Running Costs - £1000

Donations - £500

Website - £275

One-off items/ contingency - £1000

The clerk advised that the PC keep the precept at £6700 which will see a -0.4% difference on a band D property. In 2020/21, the charge was £69.57 for a band D and in 2022/23 this will go down to £69.29. The clerk noted that this is not the full council tax amount, this is the portion that the precept will make up as part of the complete council tax bill.

Cllr Richardson proposed to aim for two times the precept in reserves rather than the recommended three. The clerk agreed that given the amount of precept, this would be satisfactory. All agreed with the proposal.

Cllr Phillips proposed to keep the precept at £6700, Cllr Atkinson seconded this, and all agreed. Cllr Phillips and the clerk signed the relevant paperwork. ACTION: Clerk to send the form back to ERYC before the deadline of 21st January.

**Agenda item 16** was moved here to allow the member of the public to leave after its discussion.

A query had been raised by the member of the public about the PCs planning application process. Cllr Phillips noted that all legal obligations had been carried out in relation to notification of an open meeting but that the PC could adopt a more personable approach for each application.

A discussion was held, and it was agreed that the following plan should be enacted for each application moving forward:

- Review our core principle of maintaining rural aspect against ERYC Local Plan annually.
- Notifying applicants of when the PC will meet to discuss their application
- Site visits to be carried out for each application less those deemed straightforward
- Ensuring Ward Cllr Rudd is present at any meeting where an application will be discussed
- Notify applicant of the PCs decision
- Consider Councillors training for planning considerations from ERYC/ERNLCA.

ACTION: Clerk to draw up a checklist for future reference.

Cllr Phillips proposed to move forward this process, Cllr Atkinson seconded this, and all agreed.

## **10. Village Task force Survey and Street Scene Progress**

Cllr Atkinson reported that the resurfacing of Nunburnholme Hill has not been carried out as required.

ACTION: Clerk to send all relevant correspondence to Ward Cllr Rudd for him to progress.

Cllr Atkinson had circulated the completed survey for Cllrs approval. All members were happy for this to be sent back to ERYC. ACTION: Clerk to send this to ERYC.

### **11. Approval of Letter to ERYC to Reduce Speed Limit**

Cllr Phillips had sent a draft letter to all Cllrs prior to the meeting. Cllr R Bird asked that the addition of no overtaking measures be included. Cllr Phillips proposed to amend the letter and send to ERYC, Cllr Atkinson seconded this, and all agreed.

### **12. Queens Platinum Jubilee Fund Proposal**

Cllr Atkinson had emailed Cllrs prior to the meeting regarding the tree that the jubilee committee want to plant behind the bus shelter on the village green. All Cllrs supported this idea. ACTION: Clerk to get exact location, including street names so that she can ask ERYC if a tree can be planted on their land. ACTION: Clerk to forward information on the jubilee grant application to Cllr Atkinson.

### **13. Draft Parking Survey Proposal for Pocklington**

Cllr Phillips had read through this and noted that Pocklington TC had no plans in the next ten years for additional parking and would rely on improved signage of available spaces. No further comments were made.

### **14. ERYC Enhanced Bus Partnership Plan and Scheme**

The clerk had circulated this prior to the meeting. It was noted that Pocklington was already well served by bus services compared to others. There were no further comments made.

### **15. Grass Cutting and Wildflower Area for Pollinators Public Meeting**

Cllr Phillips reported that ERYC have already agreed to leave certain areas to promote wildlife and particularly protect pollinators. Due to Covid, no public meeting has been held. Cllr Phillips asked that a Nunburnholme based Councillor joined the working group and Cllr Atkinson volunteered; both would now work towards a public meeting once Covid-19 risk eased to adjust the contract if necessary.

### **16. Planning Application Applicant Notification Process**

This was discussed earlier.

### **17. BT Telephone Box**

It was agreed to keep this on as a rolling agenda item to ensure a speedy response to the next round of consultations. ACTION: Clerk to keep this on the agenda moving forward.

### **18. Community Issues**

None.

### **19. Correspondence**

Cllr Phillips has been invited to a civic event by ERYC but is unable to attend. Cllr Phillips opened this invite up to any other Cllr who may wish to go instead.

### **20. Date of Next Meeting – 3<sup>rd</sup> March 2022, Nunburnholme Church.**

Cllr Richardson raised the issue of remote meetings. The clerk stated that these were no longer allowed but that ERNLLCA, as well as local government, continue lobbying to try and get a hybrid of remote and physical meetings. Cllr Richardson proposed that the PC write a letter to Sir Gregory Knight, Cllr Atkinson seconded this, and all agreed. ACTION: Cllr Phillips to draft a letter for approval.

There being no further business, the meeting closed at 20:30 hrs.

Signed as a true and correct record \_\_\_\_\_ **Date**\_\_\_\_\_