

MINUTES OF THE WILLERBY PARISH COUNCIL MEETING HELD ON TUESDAY, 15th NOVEMBER 2022

VENUE: Willerby Methodist Church

PRESENT:

Members: Cllrs T Williams, R McKinnon, M Grey, P Marshall, P Graham, L Graham, L Telford, J Cowperthwaite

Clerk to the Council: Mrs Caroline Handforth

Members of the Public: 0

Ward Councillors: 0

PSCO: 0

- 5456 TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE
None Received
- 5457 TO RECORD PECUNIARY AND/OR NON PECUNIARY INTERESTS
None Received
- 5458 TO RECEIVE A REPORT FROM THE POLICE AND THE LOCAL WARD COUNCILLOR.
The Parish Clerk provided the Parish Council with local statistics update from PSCO Jessica Watts.
- 5459 TO AGREE THE ORDER OF THE AGENDA.
Agreed – No Changes
- 5460 TO APPROVE THE MINUTES OF THE PARISH COUNCIL HELD ON 18th OCTOBER 2022.
CHAIRMAN TO SIGN MINUTES AND INITIAL EACH PAGE.
Approved – The minutes of the Parish Council meeting held on the 18th October 2022 were taken as read and signed & initialled by the Chairman as a true and accurate record.
- 5461 TO **NOTE** MISCELLANEOUS REPORTS/UPDATES FROM MEMBERS/CLERK - **FOR INFORMATION ONLY**.
- Parish Clerk to inform Parish Council that the Willerby Heritage Trail has been added as a local tourist attraction on Google Maps (pending verification) – **Noted**. The Parish Clerk informed the Parish Council that the Heritage Trail had now been verified and was visible on Google.
 - Feedback was provided by Cllrs Williams, McKinnon, Grey & Telford on the recently attended local Remembrance services. It was agreed that the roundabout Remembrance Display would be removed on Friday 18th November by Cllrs Williams, Marshall & Telford.
- 5462 TO ELECT A VICE-CHAIRMAN FROM OCTOBER 2022 TO MAY 2023
CLERK TO PROVIDE DECLARATION OF OFFICE OF VICE CHAIRMAN – VICE CHAIRMAN TO SIGN AND RETURN.
Cllr R McKinnon was duly elected as Vice Chairman and signed declaration of office of Vice Chairman. Parish Clerk to update Parish Council website and notice boards with laminated copies.
- 5463 TO CONSIDER APPOINTMENT OF AN ADDITIONAL MEMBER:
A. PLAYPARK SAFETY INSPECTION COMMITTEE – **Cllr Jamie Cowperthwaite was appointed.**
B. PARISH COUNCIL PLANNING COMMITTEE – **No additional member appointed.**
C. PLAYPARK NOTICE BOARD RESPONSIBILITY – **Cllr R McKinnon was appointed.**

5464 TO CONSIDER/APPROVE PLAYPARK GENERAL MAINTENANCE/UPKEEP RESPONSIBILITY.

Approved -It was proposed and approved that the community litter picker could be considered to take responsibility for the basic maintenance and upkeep of the playpark with an additional 30 minutes per week to be added to their standard hours as from January 2023. Parish clerk to contact staff member to confirm.

5465 TO CONSIDER/APPROVE QUOTATION OF THE REPRINTING OF 100 HERITAGE TRAIL BOOKLETS.

Approved - The Parish Council considered the quotation for the reprinting of 100 Heritage Trail Booklets and resolved to **approve and accept** the quotation of £170.00 from Book Printing UK. Parish Clerk to contact Francis Davies (AWAKE U3A) to confirm approval of quote.

5466 TO UPDATE/DISCUSS/APPROVE FURTHER ARRANGEMENTS REGARDING THE CHRISTMAS TREE SWITCH ON EVENT ON THE 1ST DECEMBER 2022 AT THE STAR INN, WILLERBY. TO RESOLVE TO APPROVE ASSOCIATED CHRISTMAS EVENT COSTINGS.

The Parish Clerk informed the Parish Council that the posters for the event had been promoted in the notice boards as well as at the Star Inn. The Parish Clerk confirmed that event posters were being displayed at both schools; and that the event had been published on the Parish Council's social media pages as well as been promoted on the pages of local businesses and local media. The Parish Clerk informed the Parish Council that the Christmas tree had arrived and had been installed, and that the decoration of the Christmas tree and roundabouts is scheduled for the 21st November. The Parish Clerk confirmed that the local cubs would be able to attend to distribute the mince pies and sweets on the evening, and that they have been asked to arrive at 6pm. Cllr R Mckinnon to purchase sweets (£20.00 budget) and Cllr J Cowperthwaite to provide sweet buckets. The Parish Clerk informed the Parish Council that Wolfreton 6th form college were hoping to get a photography team together to attend the event and were also looking into the possibility of a choir to perform to open the event at 6pm. It was agreed that members of the Parish Council should arrive between 17:30-17:45. Cllr P Marshall to project manage performers and equipment on the evening,

Approved – The Parish Council considered the associated Christmas Event costings; a vote was taken, and the Parish Council resolved to **approve** the following payments:

East Riding Brass Band to perform between 18:15-18:45	£100.00
Larks Swing Duo to perform between 19:00-19:30	£130.00
Princess Parties Meet & Greet from Elsa & Elf 18:00-19:30	£100.00
Sweets (to be purchased by Cllr McKinnon)	£20.00 budget

Parish Clerk to arrange payments.

5467 TO NOTE AMENDMENT TO PARISH CLERK'S TERMS AND CONDITIONS DUE TO NALC (NATIONAL ASSOCIATION OF LOCAL COUNCILS) & NJC (NATIONAL JOINT COUNCIL) CHANGE IN ANNUAL ENTITLEMENTS:

“WITH EFFECT FROM **1ST APRIL 2023**, THE MINIMUM PAID ANNUAL LEAVE ENTITLEMENT IS INCREASED BY ONE DAY TO TWENTY-THREE DAYS WITH A FURTHER THREE DAYS AFTER FIVE YEARS OF CONTINUOUS SERVICE, PLUS TWO EXTRA STATUTORY DAYS AND ALL PUBLIC HOLIDAYS”

PARISH CLERK TO AMEND TERMS & CONDITIONS POINT 14.1. UPDATED TERMS AND CONDITIONS BE SIGNED BY CHAIRMAN AND PARISH CLERK.

Noted - Amended Terms and Conditions were signed by the Chairman and the Parish Clerk.

5468 TO CONSIDER PARISH CLERK SALARY REVIEW/SCP POINT INCREASE IN LINE WITH NALC SALARY EVALUATION SPREADSHEET (WITH EFFECT FROM 1ST APRIL 2023)

The Parish Clerk left the meeting whilst item 5468 was considered.

The Parish Council **resolved to approve** an SCP point increase for the Parish Clerk with effect from the 1st April 2023. It was noted that this would also include an increase in 2023-2024 employer and employee pension contributions.

5469 TO RECEIVE A REPORT ON THE YOUNG CHILDREN'S PLAYGROUND.

Cllrs L Graham and L Telford provided the Parish Council with a report on the Playpark. It was noted that the litter bins in the park had been full for the past few days with takeaway coffee cups. It was agreed that the Parish Council would monitor the situation before considering whether any further action should be taken.

5470 TO NOTE OUTSTANDING MATTERS WITH ERYC –

- The replacement of Gorton Road Litter Bin – Cllr P Marshall to contact ERYC to follow up.

5471 TO NOTE THE LIST OF CORRESPONDENCE RECEIVED SINCE LAST MEETING:

- Environment Agency Community Update – 31.10.22 - **Noted**
- ERYC Town & Parish Council's Local Plan Update Zoom meeting (15.11.22) – 07.11.22 - **Noted**

5472 TO PRESENT A REPORT ON ACCOUNTS TO THE END OF OCTOBER 2022 AND APPROVE THE SCHEDULE OF PAYMENTS FOR NOVEMBER. CHAIRMAN & RFO TO SIGN SCHEDULE OF PAYMENTS.

Approved. The Parish Clerk confirmed that balance of the Current Account stands at £56,577 with £3,153 in the Reserve account. Payments this month include replacement HMRC 2nd Quarter PAYE cheque, annual payment to Get Extra for website hosting and domain name, payment to Grounds and Gardens for the supply, installation, maintenance, and removal of the 2022 flower baskets, annual data protection fee payment to the Information Commissioner and payment to L & K Warcup for the Installation of two Heritage Boards.

5473 TO CONFIRM THE DATE AND TIME OF THE NEXT PARISH COUNCIL MEETING
TUESDAY 13TH DECEMBER 2022, AT THE METHODIST CHURCH BUILDING FROM
7PM

PLANNING COMMITTEE MEETING

5474 TO NOTE APPROVED PLANNING DECISIONS FROM ERYC:

- Waitrose, Willerby Shopping Park, Grange Park Lane, Willerby, HU10 6EB
- 91 Wolfreton Lane, Willerby, HU10 6PS
- Anlaby Retail Park, Springhead Way, Anlaby
- Waitrose, Willerby Shopping Park, Grange Park Lane, Willerby, HU10 6EB
- Sainsbury's Local, 13 The Square, Willerby, HU10 7UA.
- 232 Kingston Road, Willerby, HU10 6NA.

PLANNING APPLICATIONS –

- i. 22/03033/PLF Erection of single storey extension to rear, installation of extraction flue to rear and construction of access ramp to front at 163 Kingston Road, Willerby, HU10 6AL for Mr M Koyuncu.
The Parish Council Planning Committee resolved that this application be approved.
- ii. 22/02481/PLF Erection of roof extension to create second floor at 2 Oaklands Drive, Willerby, Hull, HU10 6BJ for Mr & Mrs Maddison.
Noted
- iii. 22/02871/PLF Erection of single storey extension to side/rear following demolition of existing garage and partial demolition of existing single storey rear extension (amended plans) at 18 Palmer Ave, Willerby, HU10 6LJ.
The Parish Council Planning Committee resolved that this application be approved.
- i. 22/03534/PLF Erection of a drive thru until with circulatory routes and associated works following demolition of a petrol filling station at Shell Garage, Beverley Road, Willerby, HU10 6NT for EG Group Ltd (**NB within Skidby Parish Council Boundary**)
Noted
- iv. 22/03468/PLF Erection of single storey extension to side and rear at 5 Beverley Road, Willerby, HU10 6AW for Mr Geoff Handley.
The Parish Council Planning Committee resolved that this application be approved.
- v. 22/03588/PLF Erection of single storey extension to rear at 98 Wolfreton Lane, Willerby, HU10 6PT for Miss Wendy Fairburn.
The Parish Council Planning Committee resolved that this application be approved.