

GILBERDYKE PARISH COUNCIL  
MINUTES OF THE MEETING HELD  
Tuesday 9 January 2018 at 7:00pm  
Gilberdyke War Memorial Hall Meeting Room, Clementhorpe Road, Gilberdyke

**1. APOLOGIES**

Mrs J Bate

**PRESENT**

Mr N Norris – Chair

Mr P Bryan

Mr P Buck

Mr K Cooper

Mr H Dykes

Mr J Jessop

Mrs D Longhorn

Mr C Newsome

Mr J Pinkerton

Mr P Robinson

4 members of the public

**2. CONFIRMATION OF PREVIOUS PARISH COUNCIL MEETING MINUTES.**

Amendment made to item 7. 'Dave Branton – GDLA User Group' to read 'Dave Branton Gilberdyke Phoenix Football Club', otherwise all agreed.

**3. ANY DECLARATIONS OF INTERESTS OR LETTERS REQUESTING DISPENSATION TO BE AGREED BY THE CLERK.**

Mr P Robinson – Personal

**4. ANY OUTSTANDING ITEMS FROM PREVIOUS PARISH COUNCIL MEETING MINUTES**

Mr J Pinkerton showed an outline of suggested website format and requested help with content from a working group.

**5. PUBLIC PARTICIPATION**

A member of the public reported her concerns about the deteriorating patch of tarmac outside her house, on Main Road Gilberdyke, which is showering her door and windows with loose chippings when traffic speeds past. (The Clerk has emailed Highways about this during their Christmas closure period, will re-report and cc Ward Councillors).

A member of the public complained about the state of the Railway Pub site (The Clerk to email ERYC).

**6. CORRESPONDENCE**

**a. For noting**

- Humberside Police: Parish/Town News Release
- Clerk & Councils Direct magazine

**b. action**

- Letter from resident of Wards Court regarding poor state of the road surface outside her property (see 5. above)
- ERYC consultation on East Riding Local Plan Draft Sustainability Appraisal Scoping Report (invitation to comment)

**7. Precept 2017-2018** – It was resolved to set the Precept at £64,100:00 for the financial year 2018-2019. (£1,094.5 Band D billing amount).

It was agreed that Parish Clerk's hourly rate should increase to £10.21/hour wef 1.1.2018 as now undertaking payroll duties. Note that the precept amount remains the same as previous year.

**8. Chairman's Awards** – A suggestion was made that Newport & Gilberdyke Youth Project be submitted for the Chairman's Award – Community. This was agreed unanimously.

**9. Planning** - 17/02786/PLF The Oaks Nurseries Main Road Gilberdyke – Planning granted

## **10. Reports**

**GDLA** –now holding quarterly meetings.

**GWMH** – 30 attendees at New Year's Eve event, otherwise nothing to report.

**Jubilee Pond** –awaiting report of proposals for improvement work to banks.

**Youth Project** – Both new starters now commenced work. Gilberdyke Parish Council thanked outgoing staff for their enthusiasm and commitment from inception of the project.

**Burial Committee** – nothing to report.

**11. Olympic Garden** – no further progress regarding disposal of gym equipment – it was agreed that the Clerk seek advice from ERNLLCA.

A discussion took place following Mr C Newsome's proposal to utilise the land as allotments, this was agreed. Mr C Newsome had drafted a Tenancy Agreement with suggested fee of £30/pa for discussion and it was agreed that ERNLLCA be consulted regarding legalities of tenancy and also the Parish Council insurers. It was also agreed that the land now be referred to as Orchard Paddock rather than Olympic Garden.

**12. Scalby Lane drainage** – informal meeting to take place on Thursday 25<sup>th</sup> January 2018 at 7pm to discuss a way forward.

## **13. FINANCE**

Accounts to pay:

Wages T Wilcox	£406.36
C Johnson	£406.35
N Robinson	£323.60
HMRC	£276.60

## **14. DATE OF THE NEXT PARISH COUNCIL MEETING –**

*Thursday 25<sup>th</sup> January 2018 at 7pm – Scalby Lane Drainage meeting*

Tuesday 13<sup>th</sup> February 2018 at 7.00pm

in The Meeting Room, Gilberdyke War Memorial Hall, Clementhorpe Road, Gilberdyke.

There being no further business the meeting closed at 8:00pm.

CHAIRMAN

GILBERDYKE PARISH COUNCIL  
 MINUTES OF THE MEETING HELD  
 Tuesday 13 February 2018 at 7:00pm  
 Gilberdyke War Memorial Hall Meeting Room, Clementhorpe Road, Gilberdyke

**1. APOLOGIES** Mr C Newsome

**PRESENT**

Mr N Norris – Chair	Mrs J Bate	Mr P Bryan	Mr P Buck
Mr K Cooper	Mr H Dykes	Mr J Jessop	Mrs D Longhorn
Mr J Pinkerton	Mr P Robinson		
		Cllr L Bayram	9 members of the public

**2. CONFIRMATION OF PREVIOUS PARISH COUNCIL MEETING MINUTES.**

Amendment made to attendees as Mr H Dykes was present, and an addition to item 7. Note that precept amount remains the same as previous year, otherwise all agreed.

**3. ANY DECLARATIONS OF INTERESTS OR LETTERS REQUESTING DISPENSATION TO BE AGREED BY THE CLERK.** Mr P Robinson – Personal

**4. ANY OUTSTANDING ITEMS FROM PREVIOUS PARISH COUNCIL MEETING MINUTES**

None

**5. PUBLIC PARTICIPATION**

A member of the public offered the name of a company that may be able to quote for the works required at Jubilee Pond (Clerk took details)

**6. PandN Design – 17/03110/OUT Sandholme Road planning application - refused**

Nik Wilson from the above company had requested discussion with Parish Council regarding ERYC planning refusal.

**7. Fraser Langford - Network Rail re Crossings works - A PowerPoint presentation**

**8. CORRESPONDENCE**

**a. For noting**

- Humberside Police: Parish/Town News Release
- ERNLLCA News
- LCPAS information regarding new Data Protection Regime
- SLCC information regarding General Data Protection Regulations (GDPR)

**b. action**

- Letter from Gilberdyke Phoenix regarding any contribution towards the expansion project.
- Email reporting potholes at the south side of the Railway bridge
- Email reporting erosion of the road between Clementhorpe Lane & Bennetland Lane
- Email reporting the state of the path outside the GWMH and also the surface dressing required where street lamp upgrades have been carried out
- Letter from resident about verges encroaching onto footpath near Main Road/Victoria Drive
- Letter from resident complaining about the state of the verge at Clementhorpe Road bus stop

- Email reporting potholes on the motorway bridge on Sandholme Road and also reporting a blocked dyke near Banchory, Sandholme Road

**9. Planning** – 17/03889/PLF Land east of Village Farm Old Trough Lane Sandholme – Planning refused  
17/03620/PLF Yokefleet Cottage Anserdam Lane Sandholme – Planning refused

## 10. Reports

**GDLA** – Budget meeting taken place

Grant application successful for CCTV – installation due by end March

**GWMH** – Grant application successful for insulation to north wall

**Jubilee Pond** – Quote received from Sweetings, cost implications mean three written quotes based on a clear written specification of requirement. Alternative quotes to be invited and Mr J Jessop to coordinate.

**Youth Project** – Mr N Norris explained the reasons for the introduction of Intermediate Group which may mean an increase in funding for NGYP, however PAG applied for to cover this, also NYGP put forward for 2018 Chairman's Award.

**Burial Committee** – Mr P Robinson explained that the Terms of Reference for the Burial Committee have now been received, these need to be ratified by Gilberdyke Parish Council who need to set the Agreement, Policy and Strategy at the next Parish Council meeting.

**11. Olympic Garden / Orchard Paddock** – The Parish Council had been approached by the Gateway Business Park about purchasing the adult gym equipment to relocate on their site. ERYC Commuted Sums Officer confirmed that the equipment cannot be sold although it's relocation within the Parish was acceptable. It was resolved that the gym equipment be offered as a free loan for an indefinite period, as long as there is no cost to the Parish Council or East Riding of Yorkshire Council for moving the equipment or installing it at the new location, new custodians also to arrange appropriate insurance cover,

Notices about the Allotments have been displayed in the village and so far one 'expression of interest' has been received. Parish Council insurers, Zurich, have offered some advice regarding Tenancy Agreements, this information has been forwarded to Mr C Newsome.

**12. Scalby Lane drainage** – The boundary of the land owned by Gilberdyke Parish Council has now been confirmed by the Land Registry. Mr N Norris, Mr P Bryan and Mr P Robinson to discuss a way forward w/c 5<sup>th</sup> March 2018.

## 13. FINANCE - Accounts to pay:

T Wilcox (wages)	£ 508.20	One.com (web hosting)	£71.62
C Johnson “	£ 508.20	D Nalton (tree surgery)	£2450.00
N Robinson “	£ 448.03		
HMRC	£ 356.60		

## 14. DATE OF THE NEXT PARISH COUNCIL MEETING –

Tuesday 13<sup>th</sup> March 2018, at 7pm at Gilberdyke War Memorial Hall, Clementhorpe Road, Gilberdyke.

There being no further business the meeting closed at 8:20pm.

CHAIRMAN

GILBERDYKE PARISH COUNCIL  
MINUTES OF THE MEETING HELD  
Tuesday 13 March 2018 at 7:00pm

Gilberdyke War Memorial Hall Meeting Room  
Clementhorpe Road, Gilberdyke

**1. APOLOGIES**

Mrs J Bate

Mr J Pinkerton

**PRESENT**

Mr N Norris – Chair

Mr P Bryan

Mr P Buck

Mr K Cooper

Mr H Dykes

Mr J Jessop

Mrs D Longhorn

Mr C Newsome

Mr P Robinson

Cllr L Bayram

5 members of the public

**2. CONFIRMATION OF PREVIOUS PARISH COUNCIL MEETING MINUTES (February 2018).**

It was resolved to sign these as a true record.

**3. ANY DECLARATIONS OF INTERESTS OR LETTERS REQUESTING DISPENSATION TO BE AGREED BY THE CLERK.** Mr P Robinson – Personal

**4. ANY OUTSTANDING ITEMS FROM PREVIOUS PARISH COUNCIL MEETING MINUTES**

None

**5. PUBLIC PARTICIPATION**

None

**6. CORRESPONDENCE**

**a. For noting**

- Humberside Police: Parish/Town News Release
- Email from Cllr L Bayram updating situation re former Railway Hotel land
- NALC summary of Parliamentary Briefing – Data Protection Bill
- ERYC letter confirming PAG award for NGYP intermediate group funding of £2000
- ERYC letter confirming PAG award for NGYP Summer 2018 funding of £2000

**b. action**

- Letter from resident regarding the land occupied by Scalby Lane drain
- Letter from Gilberdyke Phoenix regarding ring-fenced funds towards their expansion project
- Letter and refund cheque for £720:00 from Symes Bains Broomer Solicitors for proposed lease of area of land at GWMH, now shelved
- Lease documents and refund cheque for £34:00 from Symes Bains Broomer Solicitors relating to registration of 11a Bellasize Park
- Letter regarding incident involving the fence adjacent to Play Area – Clerk to respond

**7. PLANNING**

None

**8. REPORTS**

**GDLA** – Mr K Cooper reported that the CCTV due to be installed by the end of this month. Mr T Clarkson answered questions arising from the letter from Gilberdyke Phoenix Football Club but no decision could be made due to the legitimacy of ‘un-ringfencing’ funds. It was agreed the Clerk should seek clarity from ERNLLCA.

**GWMH** –Nothing to report

**Jubilee Pond** –Mr J Jessop has now met with three contractors to discuss the improvements required, only one quote received so far.

A session has been arranged for Wednesday 28<sup>th</sup> March for youngsters to learn angling.

**Youth Project** – Due to the successful PAG awards it has been confirmed that 2 Youth Workers and 2 Youth Club members will attend the presentation on Tuesday 20<sup>th</sup> March.

**Burial Committee** – The Newport Burial Committee Terms of Reference were agreed, as well as continuing the 50% contribution, £1700:00, again agreed by all members present.

**9. Olympic Garden / Orchard Paddock** – Mr C Newsome reported that there has been some progress to relocate the adult gym equipment to the Gateway Business Park. The Allotment agreements were being compiled after ERNLLCA offered some appropriate templates as well as some Guidance Notes. So far two residents have expressed an interest in taking on an allotment.

**10. Scalby Lane drainage** – The Gilberdyke Parish Council now has Riparian Ownership of the land and it was agreed that Wilkin Chapman Solicitors of Beverley be approached regarding the legalities,

**13. FINANCE** - Accounts to pay:

T Wilcox (wages)	£ 406.56
C Johnson “	£ 406.56
N Robinson “	£ 330.60
HMRC	£ 281.00

**14. DATE OF THE NEXT PARISH COUNCIL MEETING –**

To be held on Tuesday 10<sup>th</sup> April 2018, at 7pm at Gilberdyke War Memorial Hall, Gilberdyke. *(It was agreed to continue with the revised start time of 7pm)*

There being no further business the meeting closed at 8:00pm.

CHAIRMAN

GILBERDYKE PARISH COUNCIL  
MINUTES OF THE MEETING HELD  
Tuesday 10 April 2018 at 7:00pm  
Gilberdyke War Memorial Hall Meeting Room, Clementhorpe Road, Gilberdyke

**1. APOLOGIES**

Mrs J Bate

**PRESENT**

Mr N Norris – Chair

Mr P Bryan

Mr P Buck

Mr K Cooper

Mr H Dykes

Mr J Jessop

Mrs D Longhorn

Mr C Newsome

Mr J Pinkerton

Mr P Robinson

Cllrs Aitken & Bayram  
8 members of the public

**2. CONFIRMATION OF PREVIOUS PARISH COUNCIL MEETING MINUTES (March 2018).**

It was resolved to sign these as a true record.

**3. ANY DECLARATIONS OF INTERESTS OR LETTERS REQUESTING DISPENSATION TO BE AGREED BY THE CLERK.** Mr P Robinson – Personal

**4. ANY OUTSTANDING ITEMS FROM PREVIOUS PARISH COUNCIL MEETING MINUTES**

None

**5. PUBLIC PARTICIPATION**

A member of the public highlighted the blocked dyke along Clementhorpe Lane and asked who owned it and whose responsibility it was to attend to it.

A member of the public also reported the appalling state of Clementhorpe Lane as large Network Rail vehicles and ERYC bin collection lorries have destroyed both the verge and the road leaving massive potholes with large areas of standing water, he was unsure as to the status of this lane – public right of way / bridle path / road so unsure who to report it to.

A member of the public reported that the Fishing Lessons set up during the Easter Holidays were well attended, and hope to repeat them again in the summer.

**6. CORRESPONDENCE**

**a. For noting**

- Email from PCSO Simon Palmer confirming no recent Fairway scheme referrals
- ERYC email amendments to Register of Interests & Code of Conduct
- Network Rail Signalling Project update
- ERNLLCA clarification regarding 'ring-fenced funds'
- ERYC consultation on Joint Minerals Local Plan Proposed Submission
- ERYC Town & Parish Council Liaison Meetings timetable

GPC/4.2018/1493

**b. action**

- FOI Request – recent GPC minutes on website
- FOI Request – expenditure figures for Adult Gym Equipment

- ERYC email regarding re-postcoding of properties on Main Road Scalby following problems emergency services had in locating a residential address – GPC had no objections

## 7. PLANNING

18/00734/VAR Wades Bungalow Staddlethorpe Road – only concern is of surface water

18/00700/PLF Fen Lodge Main Road Scalby – only concern is of surface water

18/00736/PLF 1 Fairview Close Gilberdyke – only concern is of surface water

18/00596/PLF The Old School House, Gilberdyke – only concern is of surface water

## 8. REPORTS

**GDLA** – Mr J Pinkerton reported the CCTV installation was delayed due to the wet weather making ground work difficult, the same conditions have delayed OHDB work to the dyke.

**GWMH** – Maintenance of the north wall was currently underway.

**Jubilee Pond** – Mr J Jessop is awaiting two quotes.

**Youth Project** – PAG award of £1600.00 received from ERYC

**Burial Committee** – nothing to report

**9. Olympic Garden / Orchard Paddock** – Mr C Newsome purchased padlocks & keys. He reports the land is currently very wet and asked if Mr P Robinson would offer some drainage advice.

**10. Scalby Lane drainage** – Parish Councillors Norris, Bryant and Robinson are meeting with a Solicitor from Wilkin Chapman on 20<sup>th</sup> April 2018.

**11. General Data Protection Regulation** - ERNLLCA advise Parish Council Clerks to keep GPC data separate from personal data if using personal computers by having an external hard drive. It was agreed that an external hard drive be purchased for a cost of £80-£100.

## 13. FINANCE - Accounts to pay:

T Wilcox (wages)	£ 406.56	ERNLLCA membership	£ 797.85
C Johnson “	£ 406.56	ERYC 3 x salt bin maintenance	£288.00
N Robinson “	£ 348.47	JRB dog waste bags	£147.60
HMRC	£ 284.80	One.com (replacing lost chq)	£ 71.62

## 14. DATE OF THE NEXT PARISH COUNCIL MEETING –

To be held in Gilberdyke War Memorial Hall on Tuesday 8<sup>th</sup> May 2018 following the 7pm Annual Parish Meeting and the Annual Parish Council Meeting.

There being no further business the meeting closed at 7:50pm.

CHAIRMAN

## GILBERDYKE ANNUAL PARISH MEETING

TUESDAY 8 MAY 2018 at 7.00pm

The Meeting Room Gilberdyke War Memorial Hall Gilberdyke

**1. Election of Chair for the duration of the Annual Parish Meeting**

Chair of Gilberdyke Parish Council present so Mr N Norris in the Chair.

**2. Apologies for the Annual Parish Meeting – Mr H Dykes****Present**

Mr N Norris – Chair	Mr P Bryan	Mrs J Bate
Mr P Robinson	Mr C Newsome	Mr J Pinkerton
Mr P Buck	Mr K Cooper	Miss D Longhorn
Mr P Buckle	Mr E Morrison	Mr P Brixby
Mr P Stovin	Mrs P Stovin	Mr R Shanks
Mr R Southerington	Cllr V Aitken	Cllr L Bayram
Mr J Jessop		

**3. Confirmation of previous ANNUAL PARISH MEETING minutes (May 2017)**

These were signed as a true record.

**4. Matters outstanding from previous ANNUAL PARISH MEETING minutes**

None.

**5. Any reports from local groups or parochial organisations**

None

**6. Open Forum**

None

There being no further business the meeting closed at 7.02pm.

CHAIRMAN

## GILBERDYKE PARISH COUNCIL

## MINUTES OF THE ANNUAL PARISH COUNCIL MEETING

TUESDAY 8 MAY 2017 at 7.05PM

The Meeting Room Gilberdyke War Memorial Hall Gilberdyke

## 1. ELECTION OF CHAIR FOR THE COMING YEAR 2018-2019

It was resolved for Mr N Norris to take the Chair.

## 2. ACCEPTANCE OF OFFICE OF CHAIR – Mr N Norris signed the official acceptance form.

## 3. ANY CHANGES TO DECLARATIONS OF INTERESTS

Mr P Robinson declared he is related to the Clerk

## 4. APOLOGIES - Mr H Dykes

## PRESENT

Mr N Norris – Chairman

Mrs J Bate

Mr P Buck

Mr P Bryan

Mr K Cooper

Mr J Jessop

Mrs D Longhorn

Mr C Newsome

Mr J Pinkerton

Mr P Robinson

7 members of the public plus 2 ward councillors

Mr J Pinkerton and Mr P Buck both resigned and left the meeting.

## 5. ELECTION OF VICE CHAIR

It was resolved for Mr P Bryan to be the Vice Chair for the coming year 2018-2019.

## 6. CONFIRMATION OF PREVIOUS ANNUAL PARISH COUNCIL MEETING MINUTES

(May 2017) – it was resolved to sign these as a true record.

## 7. ELECTION OF COMMITTEE MEMBERS

Newport Parish Council Burial Committee – Mr N Norris, Mr P Bryan &amp; Mr P Robinson

Newport &amp; Gilberdyke Youth Project – Mr N Norris, Mr P Robinson &amp; Mrs J Bate

## 8. ELECTION OF MEMBERS WITH RESPONSIBILITY

- Parish Paths – Mr J Jessop, Mr K Cooper
- Jubilee Pond – Mr N Norris, Mr J Jessop, Mr P Bryan
- GDLA – Mr K Cooper, Mrs J Bate
- Memorial Hall – Mr J Jessop, Mr P Bryan
- Recreation and play – Mr N Norris, Mr C Newsome
- Finances – Mr N Norris, Mr P Bryan
- Employees/safety – Mr N Norris, Mr C Newsome, Mr P Bryan
- Working party/Emergency planning – Mr P Robinson, Mr J Jessop

All agreed

9. FINANCIAL AND STANDING ORDERS – Mr N Norris, Mr P Bryan.
10. AUDITOR FOR THE NEXT FINANCIAL YEAR  
Internal Audit by Rackhams and External Audit by Littlejohn
11. PLANNING – all members of the Parish Council will be summoned to attend a planning meeting if necessary with a quorum of 4.
12. TRUSTEES OF THE POOR WIDOWS CHARITY – Mrs J Bate and Mrs D Longhorn.

There being no further business the meeting closed at 7.14pm.

CHAIRMAN

GILBERDYKE PARISH COUNCIL  
MINUTES OF THE MEETING HELD  
Tuesday 8 May 2018 at 7:15pm  
Gilberdyke War Memorial Hall Meeting Room, Clementhorpe Road, Gilberdyke

**1. APOLOGIES**

Mr H Dykes

**PRESENT**

Mr N Norris – Chair

Mrs J Bate

Mr P Bryan

Mr K Cooper

Mr J Jessop

Miss D Longhorn

Mr C Newsome

Mr P Robinson

Clrs Aitken & Bayram  
8 members of the public

**2. CONFIRMATION OF PREVIOUS PARISH COUNCIL MEETING MINUTES (April 2018).**

It was resolved to sign these as a true record.

**3. ANY DECLARATIONS OF INTERESTS OR LETTERS REQUESTING DISPENSATION TO BE AGREED BY THE CLERK.** Mr P Robinson – Personal

**4. ANY OUTSTANDING ITEMS FROM PREVIOUS PARISH COUNCIL MEETING MINUTES**

None

**5. PUBLIC PARTICIPATION**

A member of the public complained about the state of Clementhorpe Lane after Network Rail vehicles have left it in such a poor state.

A member of the public commented about the lack of maintenance of the dykes and drains.

Cllr Aitken updated the current situation regarding the landfill site.

**6. CORRESPONDENCE**

**a. For noting**

- Email from ERNLLCA confirming PCs exempt re appointment of Data Protection Officer
- Invitation to Celebrate the Festival of St John at Beverley Minster 13<sup>th</sup> May 2018
- Email from ERVAS announcing they will no longer support VCS to ERYC from 1<sup>st</sup> May 2018
- Email from Neighbourhood Police notifying residents of a vehicle break in & tool theft
- Email from ERNLLCA clarifying a potential 'Conflict of Interest' where Parish Councillors who are also Trustees of a Charitable Organisation may want to vote on funding decisions affecting that organisation

**b. action**

- Letter from resident of Westbrook Road regarding the maintenance of Scalby Lane drain
- Email from Willow Green resident regarding the state of the grassed areas
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**7. PLANNING**

Planning notification 17/02453/VAR Land to west of Craig House Station Road - planning refused

Planning notification 18/00736/PLF 1 Fair View Close Gilberdyke – planning granted

Planning notification 18/00700/PLF Fen Lodge Main Road Scalby – planning granted

18/01175/OUT Land north of Roselea Manor Sandholme Road Gilberdyke

Mr J Jessop declared a conflict of interest as his land borders this site. It was resolved to support this application as long as relevant flood risks were considered.

18/01164/PLF The Bungalow Main Road Gilberdyke

It was resolved to support this application as any relevant flood risk has been lessened due to upstairs accommodation being incorporated into the application.

18/01036/PLF Land south & west of Bellasize Cottage Clementhorpe Lane Gilberdyke

The Parish Council would not want this application to hamper future proposals for Network Rail developments and/or improvements to Clementhorpe Lane otherwise no objections or observations.

## 8. REPORTS

**GDLA** – Mr K Cooper reported that the CCTV installation is under way. Following ERNLLCA's clarification relating to 'conflict of interests' the unclear status of Trustees, Parish Councillors & Parish Council's Representatives on committee's within the community it was agreed that Mr P Bryan and Mr P Robinson 'unpick' the relationship for Parish Councillors holding office or being a Trustee

**GWMH** – Window replacement has been carried out.

**Jubilee Pond** –Mr J Jessop is still awaiting two further quotes.

**Youth Project** – The Parish Council put forward NYGP forward for ERYC Chairman's Award 2018.

**Burial Committee** – nothing to report

**9. Orchard Paddock** – Mr C Newsome has Tenancy Agreements & Guidelines in place and interested parties for the four plots, it was suggested an initial six month tenancy could run from 1<sup>st</sup> July but that some soil preparation would need to be carried out by plot holders prior to planting.

**10. Scalby Lane drainage** – Parish Councillors Norris, Bryant and Robinson met with a Solicitor from Wilkin Chapman and it was agreed that they be appointed to draw up the legal paperwork required to notify residents of the Parish Council's ownership of the land and what their intentions are towards the affected residents.

**11. Gilberdyke Phoenix Football Club** requested Parish Council funding to support their expansion plans, it was resolved that the £7,500:00 ring-fenced for road/car park maintenance on the site be used to support their application, with the proviso that they do not come back requesting funds for road/car park maintenance within 10 years.

**12. Environmental - roads / littering / verges / dog waste etc** - Littering in the village is still an ongoing problem, complaints about roads, paths and verges are reported to ERYC but feedback on progress is never received. It was acknowledged that handfuls of dog waste bags are being taken from the dispensers by some residents at a cost to every single Council Tax payer in the village, whereas other dog owners use their own inexpensive bags and pick up responsibly after their dogs – it was reported that some Parish

Councils have ceased to provide bags due to the ongoing cost implications. Parish Councillors were invited to attend the Dog Warden's Training Course giving them the authority to report dog fouling, with a view to prosecution.

Pete Coates quote for grass cutting at the same price as previous years was accepted.

**13. Transfer of 2017-18 monies into 'projects accounts' as 2018-19 precept now received.**

It was agreed to defer this to the next meeting when Precept spreadsheet is available.

**13. FINANCE - Accounts to pay:**

T Wilcox (wages)	£ 406.56	P Coates (grass cutting)	£460.00
C Johnson "	£ 406.56	One.com (replacing lost cheque &	£ 81.62
N Robinson "	£ 336.28	& returned cheque and late pay fee)	
HMRC (Tax/NI)	£ 284.80		

**14. DATE OF THE NEXT PARISH COUNCIL MEETING –**

To be held in Gilberdyke War Memorial Hall on Tuesday 12<sup>th</sup> June 2018 at 7pm.

There being no further business the meeting closed at 8:40pm.

CHAIRMAN

GILBERDYKE PARISH COUNCIL  
MINUTES OF THE MEETING HELD  
Tuesday 12 June 2018 at 7:00pm  
Gilberdyke War Memorial Hall Meeting Room, Clementhorpe Road, Gilberdyke

**1. APOLOGIES** Mr J Jessop

**PRESENT**

Mr N Norris – Chair                      Mrs J Bate                      Mr P Bryan                      Mr K Cooper  
Mr H Dykes                                  Miss D Longhorn                      Mr C Newsome                      Mr P Robinson

Cllrs Aitken  
3 members of the public

**2. CONFIRMATION OF PREVIOUS PARISH COUNCIL MEETING MINUTES**

It was resolved to sign May 2018 minutes as a true record.

**REVIEW OF ANNUAL PARISH MEETING** – no comments

**REVIEW OF ANNUAL PARISH COUNCIL MEETING** – no comments

**3. ANY DECLARATIONS OF INTERESTS OR LETTERS REQUESTING DISPENSATION TO BE AGREED BY THE CLERK.** Mr P Robinson – Personal

**4. ANY OUTSTANDING ITEMS FROM PREVIOUS PARISH COUNCIL MEETING MINUTES**

None

**5. PUBLIC PARTICIPATION**

There has been anecdotal evidence that two male youths on bicycles have been following / shouting or behaving inappropriately to young females in locations around the village – Cllr Aitken and the Parish Council would urge anyone subject to or witnessing such behaviour to report each incident to the Neighbourhood Policing Team.

**6. CORRESPONDENCE**

**a. For noting**

- Email from ERNLLCA further clarifying 'Conflicts of Interests': Parish Councillors who are also Trustees of a Charitable Organisation should not vote on decisions (ie funding) that affect that organisation, whereas a Parish Councillor who is a 'Parish Council Representative' on a the committee of a Charitable/Community organisation is able to vote.
- Business Park Networking Meeting to be held at Victory Leisure 9am Friday 22<sup>nd</sup> June 2018. Mr P Bryan, Mr P Robinson & Clerk to attend
- Humberside Police May Newsletter and email re local burglaries within the Parish
- Letter from East Riding Council notifying of Standards Committee Hearings
- Email from ClickTrans regarding publicising 'Your favourite cycling route in Yorkshire' competition
- Email from Cllr V Aitken confirming the status of Clementhorpe Lane (beyond the crossings) is a public footpath, and not a highway

**b. action none**

## **7. PARISH COUNCILLOR VACANCIES**

Letter from East Riding Council confirmed that a request to fill vacancies by way of an election have not been received within the prescribed time period. It was resolved to co-opt Mr P Buckle onto the Parish Council. The official acceptance forms have been duly completed. Witnessed by the Clerk and will be processed accordingly. There is now one vacancy on the Parish Council.

## **8. PLANNING**

Planning notification 18/00596/PLF The Old School House - planning granted

Planning notification 18/011175/OUT Land North of Roselea Manor Sandholme Road – planning refused

18/01348/VAR Yokefleet Cottage Anserdam Lane Sandholme

The Parish Council have concerns regarding building a permanent residence in open countryside.

18/01388/PLF Land and buildings south of Beech Farm Old Trough Lane Hive

No observations or objections

## **9. REPORTS**

**GDLA** – Mr K Cooper reported that the CCTV installation has been completed but not activated as yet. Two rollers have been stolen.

**GWMH** – The Parish Council received a letter from a Casualty Injury Claims wanting confirmation of responsibility for the fence, Mr P Bryan reported that the claim is currently being discussed by both the GWMH insurers and the Parish Council insurers, who will decide in due course who is liable. The Clerk to reply.

**Jubilee Pond** – three quotes received, no decision was made as Mr J Jessop (co-ordinating the repair) was absent. The pond sub-group of Mr N Norris, Mr P Bryan & Mr J Jessop to pursue the possibility of grant funding towards the cost.

**Youth Project** – Next meeting is early July.

**Burial Committee** – nothing to report

**10. Orchard Paddock** – A quote was received £400 from Mr P Coates for preparation of allotment plots with strimmer, spraying and rotavating, it was agreed to accept the quote. It was resolved that the initial six month Tenancies run from 1<sup>st</sup> July 2018 to the end of the year, Tenancy Guidelines & Agreements have been sent to the interested parties. The pieces of gym equipment are still on site and it was agreed that they should be taped off within plot 4 until their relocation is decided. Clerk to contact ERYC Commuted Sums regarding legalities relating to the future of the equipment.

**11. Scalby Lane drainage** – The Solicitor's suggested letter had been circulated previously for information, the only addition to it was to invite the residents to contact the Clerk should further clarification be needed. It was agreed that the letters be hand delivered by Parish Councillors.

**12. Heavy traffic movement at School start/finish times** - This matter is on the Agenda for the Business Park Networking meeting on 22<sup>nd</sup> June 2018.

A suggestion was made, in the interests of enhanced child safety, that the pavement alongside the Memorial Hall Playing Field be widened (using a portion of the grass verge) thus greatly reducing the risk of a pedestrian being hit by passing Heavy Goods Vehicles and to enable pedestrians to be clear of the opening doors of the parked vehicles, especially at busy school start/finish times. It was agreed that traffic concerns be discussed at the Business Park Networking Meeting.

**13. Website – responsibility for updating & developing** – to be decided

**14. Approval of GDPR Policy & statements** – It was agreed to adopt the updated Data Protection Policy following the introduction of the 2018 General Data Protection Regulations. (GPC/6.2018/1504)

**15. Approval of Internal Auditors 2017-2018 Annual Return** – The annual audit for Gilberdyke Parish Council was signed by the Chairman to be forwarded to the External Auditors (GPC/6.2018/1500)

**16. Transfer of 2017-18 monies into ‘projects accounts’ as 2018-19 precept now received.**  
It was resolved to transfer £60,000:00 into the ‘Reserve Account1’ for projects.

**17. FINANCE** - Accounts to pay:

T Wilcox (wages)	£ 508.20	P Coates (grass cutting)	£460.00
C Johnson “	£ 508.20	Rackham’s (Internal Audit)	£528.00
N Robinson “	£ 421.02	JRB (dog waste bags)	£147.60
HMRC (Tax/NI)	£ 356.00		

**18. DATE OF THE NEXT PARISH COUNCIL MEETING –**

To be held in Gilberdyke War Memorial Hall on Tuesday 10<sup>th</sup> July 2018 at 7pm.

Advanced notice that the August Parish Council on Tuesday 14<sup>th</sup> August is to be held in the Common Room, Scalby Lane as the GWMH is not available.

There being no further business the meeting closed at 8:37pm.

CHAIRMAN

GILBERDYKE PARISH COUNCIL  
MINUTES OF THE MEETING HELD  
Tuesday 10 July 2018 at 7:00pm  
Gilberdyke War Memorial Hall Meeting Room, Clementhorpe Road, Gilberdyke

**1. APOLOGIES** Mr H Dykes Miss D Longhorn

**PRESENT**

Mr N Norris – Chair Mrs J Bate Mr P Bryan Mr P Buckle  
Mr K Cooper Mr J Jessop Mr C Newsome Mr P Robinson

Cllr Aitken & 6 members of the public

**2. CONFIRMATION OF PREVIOUS PARISH COUNCIL MEETING MINUTES**

It was resolved to sign June 2018 minutes as a true record.

**3. ANY DECLARATIONS OF INTERESTS OR LETTERS REQUESTING DISPENSATION TO BE AGREED BY THE CLERK.** Mr P Robinson – Personal Mr P Buckle & Mr P Robinson – Jubilee Pond

**4. ANY OUTSTANDING ITEMS FROM PREVIOUS PARISH COUNCIL MEETING MINUTES**

Mrs J Bate enquired about any notification regarding a Youth Group meeting.

**5. PUBLIC PARTICIPATION**

A member of the public asked if there had been any contact from Network Rail as the paths and roads suffered considerable damage during the works and have been left in a very poor state with no communication regarding reinstatement, particularly to the lane to the south of the crossings. It was agreed that a time limited letter be sent to Network Rail asking when they are going to reinstate the lane so that emergency vehicles can access the properties on the south of the line.

A member of the public asked about the improvements to Jubilee Pond, it was agreed this will be covered fully at 8. Reports/Jubilee pond

**6. CORRESPONDENCE**

**a. For noting**

- Humberside Police Parish/Town News Release for June 2018
- Humberside Police & Crime Commissioner letter about cluster meetings
- ERNLLCA Newsletter
- ERNLLCA Annual General Meeting 2018
- NALC request for entries to 'Star Council' Awards
- Bennetland Lane resident email reporting new pedestrian crossing complaint to Network Rail
- Email from ERYC Housing Strategy re 'community spaces/meeting rooms'
- Letter from Symes Bain Broomer relating to the transfer of ownership of drain land
- Feedback from Town & Parish Liaison Meetings held by ERYC Planning Dept (PR/NN attended)

**b.action**

- Freedom of Information Request received relating to Scalby Lane drain land
- Email from resident alerting PC to an open drain on Railway Pub site (Clerk contacted owners asking them to make the area safe – this was completed within 48 hours & received confirmation photos)

**7. PLANNING**

18/01631/PLF The Lilacs Cheapsides Lane Gilberdyke – no observations or objections

18/01899/TPO Sunnymede Sandholme Road Gilberdyke – request to fell leaning tree

18/00734/VAR Wades Bungalows Staddlethorpe Broad Lane Gilberdyke – permission granted

18/01164/PLF The Bungalow Main Road Gilberdyke – permission granted

18/01388/PLF Land & Buildings South of Beech Farm Old Trough Lane Hive – Permission granted

18/00020/REFUSE – Land East of Village Farm Old Trough Lane Sandholme - notification that an appeal has been submitted to the Planning Inspectorate.

**8. REPORTS**

**GDLA** – Mr K Cooper reported that the CCTV was used to identify a culprit causing damage in cricket area, so GDLA now looking to have an internet connection to enable remote access to the CCTV system.

**GWMH** – Successful Gilberdyke Gala held last weekend

**Jubilee Pond** – three quotes received but not 'like for like' so no decision could be made, it was suggested that second visits could be requested to discuss benefits of each proposed option. Mr Jessop had a source for grant advice and it was agreed that grants should be applied for prior to works as grant funding is not normally available for completed projects. It was agreed that a working group of Mr N Norris, Mr P Bryan, Mr P Robinson & Mr J Jessop re-visit the quotes and also meet to pursue the possibility of grant funding towards the cost.

**Youth Project** – No notification has been received regarding the next meeting – Clerk to enquire.

**Burial Committee** – No notification has been received regarding the next meeting – Clerk to enquire.

**9. Orchard Paddock** – The area has been strimmed and prepared, and plots 2&3 now have vegetables planted, a further expression of interest has been received for plot 3 but not confirmed. The gym equipment is still on site within plot 4, Clerk to meet with ERYC Commuted Sums Officer on site Monday 23<sup>rd</sup> July to discuss the options for the equipment. The Chair thanked Mr C Newsome for his work setting up the Allotments.

**10. Scalby Lane drainage** – The letters to affected residents were hand delivered by Mr N Norris & Mr P Bryan, clarifying that GPC ownership was to safeguard access for drainage maintenance / works if necessary, this will be followed up by a formal Legal Agreement for residents. The Freedom of Information request will be dealt with in due course.

**11. Heavy traffic movement at School start/finish times** - This was discussed at the recent Business Park Networking Meeting when school pupils attended as part of their Road Safety project. It was agreed that a request to widen the path in front of the school be submitted to ERYC, with support from Cllr V Aitken.

**12. FINANCE** - Accounts to pay:

T Wilcox (wages)	£ 406.56	HMRC Tax/NI	£285.00
C Johnson	“ £ 406.56	P Coates (grass cutting & rotavating)	£860.00
N Robinson	“ £ 367.39		

**18. DATE OF THE NEXT PARISH COUNCIL MEETING –**

To be held in Gilberdyke War Memorial Hall on Tuesday 14<sup>th</sup> August 2018 at 7pm.

*\*\*Advanced notice that the Parish Council meeting on Tuesday 11<sup>th</sup> September is to be held in the Common Room, Scalby Lane as the GWMH is not available.\*\**

There being no further business the meeting closed at 8:28pm.

CHAIRMAN