

GILBERDYKE PARISH COUNCIL
MINUTES OF THE MEETING HELD
Tuesday 14 January 2020 at 7:00pm

Gilberdyke War Memorial Hall Meeting Room, Clementhorpe Road, Gilberdyke

PRESENT

Mr N Norris – Chair	Mr P Bryan	Mr P Buckle	Mr J Jessop	Mr K Cooper
Mr C Newsome	Ms D Mansell	Mr E Morrison	Mr K Woolass	

2 members of the public

1. APOLOGIES - Mrs J Bate Mr P Robinson

2. CONFIRMATION OF PREVIOUS PARISH COUNCIL MEETING MINUTES

It was resolved to sign 10 December 2019 minutes as a true record.

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

Mr J Jessop & Mr P Bryan - GWMH, Mr K Cooper - GDLA

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

Mr K Cooper, Mr J Jessop & Mr C Newsome met with Mr Russ Towse OHDB at the pumping station for an overview of the system since the heavy rainfall at the end of 2019, some improvements are required to the pumps and some dykes are to be cleared/deepened to maximise the flow.

5. PUBLIC PARTICIPATION –

Two Clementhorpe green lane residents requested an update on the lane repair - see Agenda item 8

6. CORRESPONDENCE**For noting**

- Neighbourhood watch Co-ordinators – Christmas & New Year update – prev circ
- NALC Chairman’s open letter to all communities – prev circ
- Letter re Railway Bridge Safety Inspection is to take place 1/2/2020 – prev circ
- ERNNLCA – Being a Good Employer 2020 – training sessions – prev cir
- Message from GWMH enquiring about plans to commemorate VE 75th Anniversary

For action

- Letter received from resident regarding dog ban on GWMH & GDLA fields – Clerk to reply **AC**

7. PLANNING

19/04120/PLF Poplar House Farm Old Trough Lane Sandholme – no observations or objections.

8. NETWORK RAIL

- i) Bridge replacement: AMEY to carry out a safety inspection on the bridge will take place at 11am on Saturday 1st February 2020.
- ii) **Green lane reinstatement:** The quote for Network Rail’s donation was sent to ERYC as requested. Residents reported that the barrier lights show red until the train gets to Saltmarshe but that pedestrians cross during that time, also that Network Rail have repaired gate buffers on the Clementhorpe Lane side but not at the Railway Cottages side, Clerk to forward on these concerns to Cllr Linda Bayram who had agreed to follow up Green lane issues with Network Rail. **NR**

9. New Burial Ground – nothing to report until potential sites can be identified

10. The Acorns – unadopted road – Cllr Bayram was going to look into this matter, Clerk to request an update. **NR**

11. Ings View Sports Ground

a) Boundary Hedge & fence – Due to ongoing maintenance costs it was resolved that the perimeter hedge be removed as long as there are no restrictions preventing it – Clerk to contact ERYC regarding any required permission. **AC**

The GDLA had a quote of £2100:00 for removing the hedge and all waste, GDLA will look into grant funding for fencing the perimeter in stages.

b) Lease information required for funding – It wasn't clear from the letter received just what questions needed answering by the Parish Council – Clerk to liaise with GDLA to see what information is required. **NR**

12. Reports:

GDLA – Pavilion build still on track. The car park has been resurfaced. Annual peppercorn rent now due, and has been requested by the Clerk.

GWMH – CCTV covering the Play Area stopped working and is in need of repair, Mr J Jessop to request investigation. A recent incident of Dog trespass on the field was witnessed by Mr J Jessop.

Jubilee Pond – The Pond levels were high following the very wet autumn months, now dropped slightly. Mr E Morrison has installed the new signs at the pond. Mr P Buckle reported that some soil at the border of the perimeter shuttering has washed away and the island needs maintenance – these will be monitored. Northern Powergrid application for electricity supply has been completed and can now be submitted. **NR**

Orchard Paddock – Tenants have been contacted as annual rent £25/year is now due.

Youth Project – No dates for meetings have been received.

Burial Committee – Newport Parish Council sent a revised spreadsheet figure of £2022:50 for Gilberdyke's contribution (April to November), this is to be queried as previous years was £1700:00 – Cheque was not signed and Clerk to seek clarification. **NR**

13. Payroll/HMRC processing and handover – The new Clerk has no payroll experience and therefore it was resolved that a quote of £15/month from Autela Payroll Company be accepted to carry out payroll duties on behalf of the Parish Council from 6th April 2020.

It was agreed that Mrs N Robinson be paid 10 hours/month for completion of payroll and accounts to end of financial year, submit required reporting to HMRC, Internal and External Auditors and to assist during handover period.

Mr A Crabbe signed his contract as new Clerk to Gilberdyke Parish Council with start date of 14 January 2020, his new email address was circulated to all Parish Councillors.

Finance – accounts to payJanuary schedule of accounts for payment

Dec wages x3 & HMRC	£1830:60	Gilberdyke & District Bowling Club	£200:00
Newport PC Joint Burial C'ttee*	£2022.50	ACC Fabrications	£40:00

**querying amount - chq not signed*

12. Date of the next meeting – Tuesday 11th February 2020 at 7pm
in The Meeting Room Gilberdyke War Memorial Hall.

There being no further business the meeting closed at 20.20 pm

Signed as a true and correct document

Nick Norris – CHAIRMAN

GILBERDYKE PARISH COUNCIL

Summary Notes of the (Ordinary) Meeting of the Parish Council Tuesday 11th February 2020 at 7.00pm Held in the Gilberdyke War Memorial Hall, Gilberdyke

In Attendance

Cllr N Norris (Chair)
Cllr P Byran (V-Chair)
Cllr P Buckle
Cllr J Jessop
Cllr K Cooper
Cllr C Newsome
Cllr D Mansell
Cllr E Morrison

Apology

Cllr K Woollass

1. Apologies – to receive, note and agree

Clerk noted an apology from Cllr Woollass. Cllrs noted non-attendance of Cllr J Bates and Chair advised he was aware Cllr Bates remained quite ill.... Cllrs expressed their wishes for a speedy recovery.

2. Confirmation of previous Parish Council meeting minutes (January 2020) prop and sec

Chair asked if all Cllrs had received a copy of the summary notes from January and if Cllrs agreed on content. Cllrs confirmed this was the case and Chair signed the notes as a true and correct record.

3. Any declarations of interests or letters requesting dispensation to be agreed by the Clerk

None beyond those previously declared and noted

4. Financial Report and Accounts

5. Any outstanding items from previous meeting minutes – Review of new Parish Council Action Log

Cllrs reviewed the new draft Action Plan which would detail actions from each meeting, allowing Cllrs to keep up to date on progress on matters being addressed by the Parish Council, as well as providing a historical record of actions taken and how the PC dealt with matters.

6. Public participation (15 mins max, or 3 mins per person/topic)

- 6.1 Cllr noted the attendance of Jeff Pinkerton from the War Memorial Hall Committee who updated Cllrs on the issue of the parking of Royal Mail vans on Clementhrope Road. The Royal Mail had not responded to numerous communications from the Hall Committee attempting to resolve the matter / clarify misleading information with regard to costs of parking Royal Mail vehicles in the car-park. However, this was now superseded by new legal advice which warned against the charity allowing facilities to be used for commercial purpose - so, the offer of vans parking in the Memorial Hall carpark was no longer viable.

Other options had been presented to Royal, namely spreading the parking at various locations..... Mr Pinkerton would update the Parish Council when he had further information. Cllrs thanked Mr Pinkerton for his update, and Mr Pinkerton left the meeting.

- 6.2 Residents in attendance asked the meeting if there was any further development with regard to Green Lane as they remained concerned as to what the actual repair work would look like / what standard of repair would be carried out.

Cllrs discussed the budget was limited for this work and so the work would be the best for amount paid.... However, it was not a through road and signage at either end of the road would make this clear – large / commercial vehicles would not be allowed to use the road.

- 6.3 Meeting acknowledged the attendance of Ward Cllr Victoria Aitkin in attendance. Cllr Aitkin advised Cllrs of the following:

- *Railway Bridge...* everything running to plan with the public consultation ongoing - public meetings / drop-in sessions were planned with a leaflet drop to surrounding villages. No dates provided at the moment when this was happening and Network Rail would advise in due course, however if the replacement is not in place by Easter, the bridge will be condemned.
 - Footpath outside of school – a meeting was scheduled on 12th February between ERYC, the school, and Cllr Atkins. Cllr Cooper from the Parish Council was also attending. A further update would be provided at the next meeting.
 - Flaxmill Walk – concerns remained with regard to flooding / floodwater management – however as the road was not adopted / a private road, there was no real progress with anyone taking responsibility. Cllrs advised they recalled identifying potential flood issues with the road at the Planning Application stage..... Cllrs Aitkin requested copies of this which she would be able to use to progress the matter.
- **Action:** Clerk to locate relevant paperwork.

7. **Correspondence (a) For noting (b) For action**

Clerk noted correspondence would be raised in other parts of the meeting

8. **Planning Applications to be considered**

Clerk noted none received

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

Ongoing

9.1 **Any update on Network Rail / bridge replacement**

Chair noted already covered in S.6 above

9.2 **Any update on New burial ground**

Chair noted this would be covered later in the meeting

9.3 **Any update on The Acorns – unadopted road**

Cllrs discussed concern there was no obvious progress on what was a long-standing issue.... Cllrs discussed if legal advice was an option, however agreed at this stage to refer to Cllr Aitkin / ERYC planning one final time, and also speak to ERNLLCA

Action: Clerk to action above.

New

9.4 Discussion on New Emblem / Logo for Parish

Cllrs discussed proposals put forward by Cllr Newsome with regard to above, in order to give the Parish Council a more professional look and forge a clearer identify..... copies can be found as Appendix 1 attached. Cllrs agreed that a design merging the current shield into the knight logo would serve purpose.

Cllr Newsome was thanked for his excellent work and was asked to draw the agreed design with a view to presenting to the March meeting for final sign-off by Cllrs.

9.5 Discussions on Proposals for VE Celebrations

Meeting noted that the Memorial Hall Committee was proposing to undertake events in May to commemorate the national Victory in Europe celebrations.... Chair encouraged any volunteers amongst Cllrs to contact the Committee and offer their support and to become involved.

9.6 Discussion on Dog Fouling in Village – new signs and sale of dog waste bins

Cllrs discussed proposal to post two new notices in areas of the village which were suffering increased levels of dog fouling. Cllrs agreed to post these notices and monitor in order to see if the situation improved.

Action: Clerk to implement as above.

9.7 Discussion on Proposals for ‘Men in Sheds’ Project

Cllrs heard the project was established throughout the UK and sought to provide support, networking and workshops for men to address and avoid mental health issues. Cllrs agreed the project was highly commendable and confirmed full support of the Parish Council.

Cllrs noted that the organisers were looking to hold events on 2nd March 2020 (between 10am-1200) and 11th March (between 1.00pm and 3.00pm). Both events were open, drop in session

Action: Clerk to contact booking clerk for Memorial Hall and also post notices to market the events. Clerk to also contact organiser to offer any further support if required.

9.8 Discussion on requested changes to GDLA Lease

Background – the GDLA had received funding from the Football Foundation, however the latter was with-holding 5% of the funding due to what they had identified as issues in the existing lease. Cllrs were provided with a summary of the requested changes to the GDLA lease..... these can be found as Appendix **..... meeting heard that the GDLA had confirmed that legal costs would be met by themselves.

Cllrs agreed that legal confirmation of specific changes meant, particularly with regard to clauses 3 & 5

Action: Clerk to contact solicitors for clarification on points raised by Cllrs, as above

9.9 Discussion on requests for removal of Boundary Hedge and Fence

Cllrs discussed the longstanding request from the GDLA to remove the hedgerow around the football pitches - Cllr Cooper advised the reason behind this was the cost of replacement footballs damaged due to going into the hedgerow, but also to give the site a more professional look.

Cllr Cooper confirmed the GDLA would meet the costs of the hedgerow removal and replacement fence – he continued that the GDLA had received a quote for £2,100 for the removal of the hedge.

Clerk confirmed he had contacted ERYC with regard to if there were any legal / environmental implications behind the removal of the hedgerow – ERYC advised there appeared to be none, however it was “regrettable to remove a living environment for wildlife”. Also the hedgerow would require a survey to be carried out to identify if wildlife used the hedgerow and the removal could not take place during the nesting season..... Cllrs discussed compromise suggestions including placing a fence or netting in front of the hedge and how long after the removal of the hedgerow would a fence be installed / if it would be appropriate to set a date for replacement of fence (if it was agreed to remove the hedgerow).

Cllrs agreed to request a report from the GDLA identifying the reason for removing the hedgerow, supported by appropriate evidence, alongside their actual proposals with regard to what would replace the hedgerow and a timeframe for all this happening.

Cllrs noted that the matter was now long standing and needed resolving one way or another – the GDLA should aim to provide the report via the Parish Clerk to the next Parish Meeting (March) and a final decision would then be made by Cllrs.

9.10 Discussion on footpath outside of the school

Discussed in S.6 above

9.11 Discussion on concerns for grass verges in village

Cllr Newsome raised concern for the state of grass verges due to vehicles parking on them and churning up the grass.... This was throughout the village, but particularly on Clementhrope Road (opposite the shops) and also the grassed areas opposite the health centre –.

Cllr Robinson advised that he was aware of an existing complaint with regard to the grass verges mentioned on Clementhrope Road which was ongoing. Cllrs agreed that a walkabout of the village was in order to assess the state of verges at which point the Clerk would be asked to contact ERYC with a separate complaint.

Action: Cllrs to carry out walkabouts and identify issues and report back to next meeting

10. Reports:

10.1 *GDLA* – Cllr Cooper advised nothing to report

10.2 *War Memorial Hall* – Cllr Jessop noted:

- there was a new tenant in annexe
- Committee hoping to improve carpark surface when weather improves.
- Annual safety inspection has taken place on playground no major issues bolts and screws tightening up
- Ground in front of youth shelter had turned into a quagmire – needed some form of protective covering / waiting for a quote to come thro

10.3 *Jubilee Pond* – Cllr Buckle advised there had been some problems with people from outside the village carrying out unauthorised fishing at the pond and who threatened the Baliff when he approached them. Cllr Buckle continued that the Environment Agency were subsequently contacted

who provided advice if there was a repeat of this incident. Cllrs noted that a representative from the EA was proposing to attend the March meeting to advise further with regard to this matter.

10.4 *Orchard Paddock* – Meeting was advised there was no update on this matter.

10.5 *Youth Project* – Meeting was advised there had been no further communication / correspondence / update despite numerous requests for an update meeting.

10.6 *Burial Committee* – Chair confirmed this item was closed to members of the public Cllrs head that the Parish Council had received a letter from Newport Parish Council advising that they intended to end the joint arrangements between the two Parishes as of 31st March 2020. This was discussed at length by Cllrs who questioned if this decision was in the public interest bearing in mind the two parishes had worked together with regard to burial matters for many generations.

Cllrs unanimously agreed to request copies of meeting notes in which matters pertaining to the Joint Burial Committee were discussed and an urgent meeting of the Joint Burial Committee with a remit of reviewing the following:

1. To understand the reason for the decision and most importantly, to understand how this decision is in the public interest (of both Gilberdyke and Newport residents).
2. To understand the process behind this decision and ensure it complies with expected standards with regard to decision making and transparency.
3. Finally, to attempt to resolve any perceived issues and continue with the joint arrangements under the Burial Committee which Gilberdyke Parish strongly believes benefits residents of both villages and has done so for many years.

Action: Clerk to draft a letter to Newport PC requesting an urgent meeting of the Joint Burial Committee to discuss the above.

There being no further business, the Chair closed the meeting at 2110

Date of Next Meeting was advised for Tuesday, 10th March 2020 at 7.00pm

Signed as a true record Date
Cllr Nick Norris