

## GOODMANHAM PARISH COUNCIL

### Minutes of the Meeting held on 2<sup>nd</sup> September 2020 at The Fiddle Drill, Goodmanham

Attendance: Cllrs Chris Buswell, Sarah Gillard, Anita Greener, Fran Preston, Christine Sawyer, Merle Skinner, Liz Stephenson

Parish Clerk Jeremy Sherlock

1 members of the public

28. Apologies, Dispensations and Declarations

None

29. Public Session

None

30. Minutes of the Last Meeting held on 15<sup>th</sup> July 2020

**Resolved that the minutes of the meeting of 15<sup>th</sup> July 2020 be approved**

31. Matters Arising

None

32. Asset Register – the Clerk had updated the Asset Register. A number of issues were discussed:

- a. Valuations – the Clerk advised that items are valued at the time of acquisition (or £1 if unknown) which is in line with audit regulations. A separate Insurance schedule includes current values.
- b. Grit Bins – the Council has 3 grit bins in the Village, and 4 in store. The previous asset register identified 10 bins. It is known that 2 bins were stolen, and it was agreed to write off these and the missing bin. It was agreed to site 2 additional bins along Cross Gate, and retain the other 2 in store. East Riding have confirmed that they have 4 grit bins in the Parish. The shovels have been issued to residents so should be treated as consumables and deleted from the Register.
- c. Phone Box – when the defibrillator was installed the box was adopted by the Community Heartbeat Trust with a view of it being transferred to the Council in the future. The Clerk has requested clarity regarding this as there is no copy of an agreement on file.
- d. Car Park/ Picnic Area – the Council hold this under an Annual Licence from East Riding which can be terminated at any time. The Parish Council is responsible for all maintenance, and has invested in the site. It was agreed that the Clerk should explore whether a lease or asset transfer is possible to give more security to current and future Parish Council investment.
- e. Parish Pit – the Council have fenced off this area despite ownership being uncertain. There are some hazards on the site (such as exposed metal) which could cause injury should people access the site. In addition there are some diseased trees. It was agreed that the Clerk would contact East Riding to discuss the responsibility for this site.

33. Co-option – it was agreed at the last meeting to agree a process for the current 2 vacancies and any future co-options. The Clerk had circulated a draft policy and application form.

**Resolved that the Co-option Policy and application form be approved**

34. Small Business Grant – it was agreed to ask parishioners how this £10,000 grant should be used. The Clerk was asked to include this in a Newsletter for circulation before the next meeting.

35. Grants Policy and Budget – it was agreed at the last meeting to adopt a policy regarding external request for financial support. The Clerk circulated a draft policy and application form. It was agreed not to make a formal allocation this year, but consider this as part of the budget process for next year.

**Resolved that the grants policy and application form be approved.**

36. Fireworks – the Clerk had received an email regarding late night fireworks which caused significant distress and injury to animals. It was understood that parties and celebrations will take place – these are expected at certain times of the year. It was commented that it had been a tradition in the village that any parties etc would be publicised so that residents are aware in advance. It was agreed that residents could notify the Council as well as neighbours, and that this should be included in the Newsletter.
37. Highway Land – the Clerk has explored the status of the informal highway land in the village. It is no longer possible to designate this as Common Land, through a Village Green designation is possible. However it was felt that its status as Highway Land gave enough protection, and that no further action was needed.
38. Christmas Tree – it was preferred to erect a Christmas Tree at the Parish Church, but this needs considering by the Church Council. There as was a discussion about other Christmas events recognising the limitations caused by Covid-19. It was agreed to discuss this further at the next meeting.
39. Bulb Planting – it was agreed to plant some additional daffodil bulbs in the lower part of the village.

**Resolved that an allocation of up to £200 be approved for the acquisition of daffodil bulbs.**

40. Meetings schedule – the Clerk proposed a meeting schedule based on meetings every 2 months.
- Resolved that the following meetings schedule be approved: 4<sup>th</sup> November 2020, 6<sup>th</sup> January 2021, 3<sup>rd</sup> March 2021 (inc Parish Meeting), 5<sup>th</sup> May 2021 (Annual Meeting) all starting at 7:00pm.**
41. Publicity – it was agreed to establish an outward only Parish Facebook page. The Clerk reported that East Riding of Yorkshire Council will modify the website to meet the incoming Accessibility Regfulations.
42. Data Protection – the Clerk reported that the Council must register with the Information Commissioner which costs £35 pa. The possibility of setting up Council email addresses for Councillors was discussed, but it was agreed that all contact should be through the Clerk who could forward correspondence to Councillors as necessary.
43. Town and Parish Council Charter – a draft charter has been circulated by East Riding of Yorkshire Council. The Charter was supported, with 3 suggested improvements:
1. Residents should be encouraged to contact Parish Councils by email as Clerks do limited hours
  2. A list of contact email addresses in East Riding of Yorkshire Council would be useful
  3. The document should note that com[plaints can be made to Parish Council's as well as the principal authority.

**Resolved that the Charter be supported, with the observations above submitted**

44. Village Parking – the Clerk had received an email about problems of larger vehicles getting through the village due to on street parking. These concerns have been forwarded to ERYC and the Police. It was commented that this is the main route for a number of local farms. These concerns have been raised in the past, but no action has ben taken as there are no records of accidents. It was agreed to develop a case with photographs to justify action being taken. This should include the use of 30mph markings at the entrances to the village.
45. Councillor Training – it was agreed that Councillor Training would be held once new Councillors are appointed.
46. Auto Enrolment – the Chair has written to the Clerk to meet the Council's pension auto enrolment requirements. There are no financial implications for the Council.
47. Planning

Applications for **Consideration**

20/00641/PLF - Erection of canopy roof to front and conversion of existing garage into additional living accommodation - Newt House Church Side Goodmanham – REVISED PROPOSAL

.....  
Chair's initials

The application had been revised to replace a porch (which extended onto highway land) with a canopy over the door. It was noted that the red line still included an area of highway land.

**Resolved that no observations be made**

48. Finance

a. Clerk's Finance Report:

**Bank Issues**

1. TSB have finally sorted out the Bank Mandate. A complaint has been submitted to the Bank requesting compensation for the poor service.
2. Due to the difficulties with the Bank the Council could consider transferring its Accounts. Most of the major Banks offer free Banking for non-profit organisations.
3. It would be sensible to have more Bank signatories at least for Business continuity reasons.

**Financial Situation**

4. The current balance is £14,189.02. A VAT recovery submission has been made. This should be for £111.00 but I have not received confirmation of the amount.
5. The balance includes the £10,000 Small Business Rates Relief considered elsewhere on this agenda.

**Resolved that**

- 1. No changes be made to the Bank Account at this stage**
- 2. Cllr Buswell be added as an additional signatory**

b. Payments

J Sherlock	Salary	£167.26
HMRC	Tax	£35.20
J Sherlock	Salary	£181.72
HMRC	Tax	£38.80
Lodge Landscapes	Weed Killing	£84.00

c. Income

None

49. Councillors Reports – Cllr Buswell advised that he would be attending the inspectors site meeting for the old railway.

Cllr Skinner suggesting installing backings on the village entrance signs to make them more visible.

50. Clerks Report - the Clerk advised that he had consulted with the Council's insurers who have confirmed that use of a tree surgeon to inspect trees would meet the insurance requirements. It was suggested that ERYC be approached to see if they offer this service.

51. Agenda Items for Next Meeting – Car Park, Christmas, Councillor Vacancies

52. Date and time of next meeting – Wednesday 4<sup>th</sup> November 2020 at 7:00 at the Fiddle Drill, Main Street, Goodmanham

..... Signature of Chair