

## GOODMANHAM PARISH COUNCIL

### Minutes of the Meeting held on 21<sup>st</sup> July 2021 at The Meeting Room, Manor Farm, Goodmanham

Attendance: Cllrs Chris Buswell, Sarah Gillard, Anita Greener, Fran Preston, Christine Sawyer, Liz Stephenson, Claire Patton, Richard Cooper  
 ERYC Cllr Rudd; Parish Clerk Jeremy Sherlock  
 1 members of the public

#### 31. Apologies, Dispensations and Declarations

Apology – ERYC Cllr Hammond

Cllr Stephenson made a declaration regarding item 47 (21/01981/PLF).

#### 32. Public Session

Cllr Rudd reported that:

- Passes for recycling sites will be sent out to all residents. These will need to be displayed in vehicles when using the sites.
- The draft Local Plan is out for consultation
- The East Riding Community Recovery Grant is available until March 2022
- The vaccination programme is progressing well in East Riding

#### 33. Minutes of the Meetings held on 19<sup>th</sup> May 2021 and 23<sup>rd</sup> June 2021

**Resolved that the minutes of the meeting of 19<sup>th</sup> May 2021 and 23<sup>rd</sup> June 2021 be approved**

#### 34. Matters Arising – the Clerk advised that the Annual Return approval and consultation process was nearly complete.

The Lease on the Car Park (item 12) was approved on a split vote.

#### 35. Co-option – one Expression of Interest had been received

**Resolved that Mary Rook be co-opted to the Parish Council**

#### 36. Councillor award – it had been agreed at the last meeting to purchase a gift for long serving Councillor Merle Skinner

**Resolved that the purchase of a gift voucher at a cost of £106.95 be approved**

#### 37. Car Park – the Clerk reported that the draft lease has been received from ERYC and passed to the Parish Council Solicitor.

At the last meeting it had been agreed that 8 spaces would be reserved for local residents. The Clerk had explored a number of options regarding the delineation of spaces. It was agreed that the use of pinned logs would be the most effective and appropriate. It was further agreed that signage would be installed to identify 4 property specific spaces, and 4 general resident spaces. The Clerk will cost these works and report back to the next meeting. The Clerk has made enquiries regarding car park enforcement and will report back to the next meeting.

The Clerk was asked to contact ERYC about Shrubbery alongside the breeze block wall.

#### 38. Litter Bin opposite Goodmanham Arms – it has been suggested that the litter bin is too close to the bench, and it should be relocated further down the Lane. The Clerk has contacted ERYC about carrying out these works. The status of the land next to the lane was raised.

**Resolved that an allocation of £210 be approved to allow the relocation of the litter bin, subject to consent**

#### 39. Planting boxes – designs and location of planting boxes were discussed. It was agreed to consider

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3 (near Goodmanham Road entrance sign, near Spring Road entrance sign, near Cross Gate entrance sign). A wooden planting box was considered most appropriate. The Clerk will provide more details for consideration at the next meeting.

40. Footpaths noticeboard – it was agreed to consider installing a for a A1 noticeboard to install in the car park to ensure that it covered a reasonable area and scale. The Clerk will price the noticeboard and map printing and report back to the next meeting.
41. Insurance – the Council’s current long-term agreement will expire on 2<sup>nd</sup> August 2021. New quotes have been sought as follows:

Insurer	1 year	3 year	5 year
Zurich*	£348.85	£341.91	£334.97
Came & Co (Hiscox)	£372.82	£356.68	
BHIB (Aviva)	£370.12	£349.79 <sup>+</sup>	

\* Current insurer

+ includes Parish Online subscription worth £40+VAT

Long term agreements allow inflation-based increases, increases due to tax changes and may change if assets change. Long term agreements provide future certainty and less administration cost.

The Clerk advised that he had raised some queries with regard to the quotes which may result in some minor changes.

**Resolved that the Clerk in consultation with Councillors finalise then future Insurance arrangement on the basis that the 5-year agreement from Zurich is the preferred option.**

42. Queen’s Platinum Jubilee – 3 issues were considered:
- Event – it was agreed in principle to organise an event for the Jubilee. Options were discussed including a street party or field-based event in a marquee. It was agreed to discuss this further at the next meeting or a separate meeting.
  - Bonfire – parishes are being encouraged to light beacons for the Jubilee. These can be purpose-built structures or free-standing bonfires. The free-standing structures are expensive for single use, and there is no obvious location for a bonfire (which also creates risk issues. It was agreed not to progress this.
  - Birthday Honours – it was agreed that this was a matter for individuals to progress rather than the Council.
43. East Riding Draft Local Plan - East Riding of Yorkshire Council are consulting on an update to the Local Plan. The consultation runs to 6<sup>th</sup> August 2021. Documents are available on [www.eastriding.gov.uk/localplanupdate](http://www.eastriding.gov.uk/localplanupdate) which includes a map showing policy areas.

There are a number of policies which cover all or part of Goodmanham Parish including:

**Development Limits S3 & S4** – this identified the limits to the village. No allocations are proposed, but appropriate infill would be allowed. Sites just outside the Parish along Goodmanham Road and Red Lane have been put forward, but not included.

**Conservation Area ENV3** – provides additional controls on development

**Local Wildlife site ENV4** – protects habitats along Spring Road and old Railway Line towards Enthorpe.

**Local Geological sites ENV 4** – protects sites along Spring Road/ Hudson Way.

**Functional flood zone ENV6** – along Mill Beck

**Mineral Safeguarding Area EC6** - includes all the chalkland area.

**Important Landscape Areas ENV2** – covers the Wolds.

The Local Plan update is a fairly long and complex document. The relevant policies largely protect the Parish and its character.

The Local Plan is likely to be superseded by the changes proposed by the government which amongst other things will introduce a more zonal approach to development allocations.

**Resolved that no comments be made on the East Riding Draft Local Plan consultation**

44. Daffodils – further daffodil bulbs are required to fill in gaps

**Resolved that a budget of up to £100 be approved to buy additional daffodil bulbs**

45. Complaints Policy – the Clerk circulated a draft complaints policy. It was agreed to amend paragraphs 6 and 9 to introduce additional flexibility and to ensure that complaints are dealt with appropriately.

**Resolved that the complaints policy be approved, following amendments by the Clerk (in consultation with Councillors) to paragraphs 6 and 9**

46. Clerk's Salary – the Clerk was appointed on a Contract of 12 hours per month at a rate of £13.20 per hour with a home office allowance of £26.00 per month. At the meeting on 15<sup>th</sup> July, it was agreed that the Clerk would be paid in lieu of leave, reviewable after 12 months. The Clerk has recently had his annual review with the Chair and vice Chair when the issue of future pay arrangements was discussed. Any pay changes need to be agreed by the Council.

An overtime payment was made last year caused by the need to catch up with policy documentation. As agreed, the Clerk has been copying timesheets to the Chair and vice Chair. It is not anticipated that any overtime payments will be needed in the immediate future if pay in lieu of holiday is agreed.

The pay rate was intended to be sc pt 20 on the JNC local government national pay rates. The advantage of using these rates is that pay changes are negotiated nationally and apply across a large number of Parish Council staff. In reality they tend to be less than the inflation rate.

The JNC sc pt 20 rate from 1.4.20 was £13.52 per hour (NALC/SLCC tables). This would represent an increase of £3.84 pcm (£46.08 py). If backdated to last year it would cost £4.30x13=£55.90 (this includes approved holiday pay). A further adjustment in pay is due from 1.4.21, but agreement has not yet been reached – employers have offered an increase of 1.5%.

Holiday pay would be 1.368 hours per month, calculated as follows:

Contractual leave – 1 hour per month. 8 Bank Holidays –144 hours/52.1429 weeks/5 days\*8 = 4.42 hours per year = 0.368 hours per month. This would cost £18.50 per month (£222.00 per year).

A change to the Home Office allowance is not proposed.

The outturn staffing cost is £2,555.92, allowing for the above proposals and a 20-21 increase of 1.5%. This compares with the approved budget of £2,500.00.

**Resolved that:**

- 1. The Clerks pay be amended to £13.52 per hour (sc pt 20) backdated to 1.6.20**
- 2. That 1.368 hours per month pay in lieu of holiday be approved**

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47. Planning**Applications for consideration**

21/01759/PLF – Conversion and extension of existing barn to dwelling and associated works at Grove Farm, Goodmanham Road

**Resolved that no objections be raised**

Cllr Stephenson left the meeting

21/01981/PLF – Erection of a single storey extension to rear and verandah to front, installation of an air source heat pump, and works to alter ground levels to rear including construction of a retaining wall at The Cottage, Manor Farm, Main Street

**Resolved that no objections be raised**

Cllr Stephenson returned to the meeting

21/01787/PLF – Erection of a detached self-contained dwelling ancillary to existing dwelling at Serendipity, Fleetbeck Lane, Goodmanham

**Resolved that no objections be raised****Applications Approved by East Riding of Yorkshire Council**

21/01289/PLF - Erection of two storey extension to front with extended roof line to form first floor balcony and open porch, erection of two storey extension to rear, erection of new retaining wall, raised garden access and new patio area to rear and side following demolition of existing workshop at Springfield Goodmanham Road

48. Financea. Financial Situation

The current balance is £12,469.00. The balance includes the £10,000 Small Business Rates Relief and the Precept. A copy of the accounts and reconciliation has been circulated.

**Resolved that the Financial Situation be noted**b. Payments

Community Accountancy	Audit	£85.00
J Sherlock	Salary	£167.26
HMRC	Tax	£35.20
Parish Online	Mapping	£43.20
Computercare	Computer repair	£36.00
J Sherlock	Salary	£167.26
HMRC	Tax	£35.20
Lodge Landscapes	Weed Killing	£84.00
Beverley Arms	Gift Voucher	£106.95

c. Income

TSB	Interest	£3.34
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49. Councillors Reports – Cllr Gillard advised that the new path sign on Fleetbeck Lane is confusing as it does not look like a highway. The Clerk will raise this with ERYC.

Cllr Stephenson advised that the seat between Goodmanham and Market Weighton needs cleaning. The Clerk will raise with Market Weighton Town Council.

Cllr Greener asked about progress with Greener Pocklington. The Clerk advised that he had had an initial meeting. They will survey the former pit site, and will advise of any interest in further

development in due course.

There was a discussion about seeking a grant for a village event. It was agreed that the Clerk will draft an application and circulate.

- 50. Clerks Report (for information) – highways have responded positively to most of the items raised during the village walkabout.
- 51. Agenda Items for Next Meeting – events, car park, planting boxes, footpaths noticeboard
- 52. Date and time of next meeting – Wednesday 1<sup>st</sup> September 2021 at 7:00pm at the Fiddle Drill, Main Street, Goodmanham

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