

GOODMANHAM PARISH COUNCIL

Minutes of the Meeting held on 6th January 2021 via Zoom

Attendance: Cllrs Chris Buswell, Sarah Gillard, Anita Greener, Fran Preston, Christine Sawyer, Merle Skinner, Liz Stephenson, Claire Patton
 Parish Clerk Jeremy Sherlock
 ERYC Cllr Leo Hammond; 1 member of the public

73. Apologies, Dispensations and Declarations

None

The Chair welcomed Claire Patton to her first meeting as a new Councillor.

74. Public Session

Cllr Hammond commented on the new lockdown arrangements. He advised that cases in Wolds Weighton remain low, with more cases in East Yorkshire nearer to the coast.

A Crime Task Force for rural crime is being established by Humberside Police from February.

75. Minutes of the Last Meeting held on 4th November 2020

Resolved that the minutes of the meeting of 4th November 2020 be approved

76. Matters Arising

The Christmas Tree was felt to have gone well, but a slightly larger tree would be sensible next year as part of the tree needs to go into the support hole.

77. Councillor Co-option – one application had been received for the current vacancy which had been circulated to Councillors.

Resolved that Richard Cooper be co-opted to the Council.

78. Budget and Precept - the Precept requirement needs submitting to ERYC by 15th January. The Clerk presented a report on budget and precept options. Options for Precept increases use the impact on Band D. The Tax Base in the Village has reduced from 117.1 to 114 meaning that there would be an increase in the Precept element of the Council Tax even if the Precept income is frozen. Precept income has been fairly static for a number of years. In 2015-16 it was £3500 – last year it was £3,600, so it has not kept pace with inflation. The precept was £3750 in 2018-19, but then reduced. In recent years reserves have reduced with expenditure significantly exceeding income to fund a number of projects. The £10,000 grant provides funding for projects for a limited period. The precept represents a very small part of Council Tax.

A budget table included 3 options to give an indication of the impact of a variety of strategies:

- a. Budget A is based on the “windfall” funds being ring fenced for new projects. This would require a precept increase of £13.27 pa. It is worth noting that this would be the basic position if the “windfall” funds had not been received if the Council still wishes to implement projects.
- b. Budget B funds projects from the “windfall” funds. This would require a precept increase of £4.50 pa.
- c. Budget C maintains the precept at the current level. This would require a precept increase of £0.84. This can only be achieved by funding some running costs through the “windfall” funds which is unsustainable in the long term. A precept increase of £2.15 pa to generate an additional £150 pa income would cover this issue.

Councillors felt that in the current climate a significant precept increase could not be justified, particularly in view of the windfall funds. It was recognised that these extra funds would be used up over the next few years.

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 Chair's initials

It was agreed to discuss the use of the £10,000 windfall budget at the next meeting, and to consider a medium-term budget strategy.

Resolved that the Council agree the following budget with a Precept of £3,750 for 2021-22

BUDGET 2021-22	Income and Expenditure 2019-20	Original Budget 2020-21	Forecast Outturn 2020-21	Budget 2021-22
General Funds				
Carry forward	£6,452	£3,267	£3,267	£11,000
Precept	£3,600	£3,600	£3,600	£3,750
VAT Recovery	£791	£400	£400	£300
Interest	£67	£50	£200	£75
Grant			£10,000	
Newsletter refund	£118			
General Funds Total	£11,028	£7,317	£17,467	£15,125
Budget Head				
Revenue Reserve	£1,000	£1,000	£1,000	£1,000
Staffing	£1,716	£2,400	£2,400	£2,500
Maintenance	£234	£1,000	£1,750	£500
Administration	£633	£850	£547	£795
Insurance	£313	£332	£332	£342
Projects	£4,790	£700	£1,438	
Project Reserve	£2,342	£11,035	£10,000	£9,988
	£11,028	£17,317	£17,467	£15,125

79. Village Signs – the Clerk advised that he had received a quote from Watson Hydraulics Ltd of £355+VAT to install backings to the entrance signs to make them more visible. These would be bolted on so that they could be removed for cleaning

Resolved that sign backing be installed at a cost of £355+VAT

80. Litter Bins – the potential relocation of the large size bin opposite the Goodmanham Arms was discussed. It was felt not to be a problem at the moment, but could be more of an issue in the summer when the bench will be used more. It was agreed to take no action at the moment, but review later in the year.
81. Clerk overtime – since starting at the Council the Clerk has worked 34.5 hours in excess of Contract. Some of this was to address the need to put into place policies and procedures that were missing. It should be noted that the excess has reduced in recent months. The Clerk's Contract allows for the payment of overtime at the standard hourly rate which is £13.20. A small surplus can be managed so it is suggested that payment is made for 30 hours which would require a one-off payment of £396.00. As this need for excess hours has been partly due to the issues referred to above it should not happen to the same degree in future years. To allow this to be managed in future years it was proposed that the Clerk submit monthly timesheets to the Chair and vice Chair to allow for discussion of any overtime needs before they build up.

The Chair advised that he would meet with the Clerk (virtually) to formally deal with the end of the probation period.

Resolved that:

1. **The Clerk be paid an overtime payment of £396.**
2. **The Clerk submit monthly timesheets to the Chair and vice Chair so that overtime requirements can be managed**

82. PlanningApplications for **consideration**

20/03545/PLF - Alteration to increase width of existing vehicular access and erection walls with piers to form entrance way - Howe Hills Goodmanham Road

Resolved that no objections be raised

20/03931/TCA - Crown lift 1 no. Sycamore tree (1) by 2.4 metres and crown thin by 5% to reduce weight from the crown; Crown lift 1 no. Beech tree (2) to 3.6 metres and remove any rubbing branches in the crown of the tree to help for future development; Crown lift 1 no. group of Silver Birch trees (3) to 3.6 metres and remove torn branches that are hanging at Goodmanham Car Park And Picnic Area, Goodmanham Road, Goodmanham

Resolved that no objections be raised

Applications **approved** by East Riding of Yorkshire Council

20/00641/PLF - Erection of canopy to front at Newt House, Church Side, Goodmanham

20/02419/PLF - Erection of detached outbuilding at Leighton House Goodmanham Road Goodmanham

83. Finance

- a. Finance Report - the current balance is £12,496.49 which includes the £10,000 Small Business Rates Relief.

The Council should review its Internal Auditor annually. In recent years the Council have used Martin Crosland from Community Accountancy Services. Whilst they have undertaken a satisfactory financial audit they should have picked up on the absence of a number of core documents. A standard form is available on the ERNLLCA website to assist with this. Whilst not essential I consider that it is good practice to issue a report to Council even if it merely confirms that everything is in place. Mr Crosland who has confirmed that he would include the points above in a future Audit at a fee of £95.00. This fee is in line with charges at similar sized Councils elsewhere.

2 alternative auditors have been contacted who have quoted fees of £325 and £250. Despite the issues that I have raised with regard to the current Auditor it was not felt that the additional costs are necessary, so would recommend reappointing the existing Auditor.

Resolved that:

1. **The Financial Situation be noted**
2. **Martin Crosland from Community Accountancy Services be reappointed as the Council's Internal Auditor**

b. Payments

S P Stephenson	Room Hire/ Printing	£96.00
J Sherlock	Expenses	£3.00
Hull Christmas Trees Ltd	Christmas Tree	£98.00
Viking	Stationery	£16.19
Corporate Christmas Tree	Christmas Lights	£138.98
J Sherlock	Salary	£167.26
HMRC	Tax	£35.20

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SLCC	Membership	£67.00
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c. Income

10.10.20	TSB	Interest	£5.77
10.11.20	TSB	Interest	£5.83

84. Councillors Reports – Cllr Greener advised that the police had visited the Goodmanham Arms following a complaint regarding its take away service. It was agreed that the Council would wish to support the pub as an important local asset, and the Clerk will make a post on the Facebook page following consultation with Councillors.

A request has also been received from the Goodmanham Arms for a contribution from the £10,000 received by the Council. As the use of these funds was not an agenda item a decision could not be made. However it was felt that it would be difficult to justify making financial support available for an individual business, and that there are a large number of other options which means that any meaningful support is unlikely.

Cllr Stephenson advised that the Fiddle Drill will remain closed which allows some repairs to the building.

Cllr Sawyer asking when the ERYC fencing works next to the car park were scheduled as these were promised nearly a year ago. Cllr Hammond agreed to investigate.

Cllr Skinner reported that the all the overgrown shrubbery next to Church Farm has been removed.

85. Clerks Report – the Clerk advised that he had contacted ERYC about a drain alongside Wateringdyke Lane which is flooding the footpath.
86. Agenda Items for Next Meeting – Budget Review; Use of “windfall funds”; Assets of Community Value; Car Park License
87. Date and time of next meeting – Wednesday 3rd March 2021 at 7:00 at the Fiddle Drill, Main Street, Goodmanham (to be confirmed)

..... Signature of Chair