

Parish Clerk: Mr Alan Barker
E Mail: clerk@newportpc.org.uk

Newport Parish Council Meeting

Date & Time: Tuesday 14th December 2021 at 7pm

Venue: Newport Primary School – Hall Entrance - Access to the meeting room is through the main gate on the Village Hall side of the school and to the rear of the building.

Due to the ongoing COVID-19 pandemic, while no longer a legal requirement, wearing of masks and social distancing is still strongly recommended in public spaces and when mixing in larger groups, to protect those around you.

Public Forum - The Public Forum will commence at 7.00pm. The period designated for public participation shall not exceed 15 minutes. Each member of the public may only speak once and for no longer than 3 minutes. Please see Appendix 1 below for further information.

AGENDA

2021/12/01	To note apologies for absence
2021/12/02	To receive declarations of interest under the Localism Act 2011 - being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members Register of Interests.
2021/12/03	To approve draft minutes of the Parish Council Meetings held on 9 th November 2021
2021/12/04	Matters arising from the previous meeting.
2021/12/05	Newport Parish Community Projects and Parish Matters <ul style="list-style-type: none">▪ Newport and Gilberdyke Youth Project finance▪ Market Weighton Canal Trail▪ Newport New Generation / Community Interest Company
2021/12/06	To consider planning applications received and note planning decisions.
2021/12/07	Clerk and Councillor Training
2021/12/08	Newport Newsletter – content and finance approval
2021/12/09	Clerks Report including action points from the last meeting
2021/12/10	Committee and Working Party Update <ul style="list-style-type: none">▪ Finance Working Party update – Budget update for 2021/22 and Precept proposal for 2022/23. Appointment of Internal Auditor.▪ Outdoor areas working party update.▪ Events working party update.▪ Key Projects for 2021/ 22 and 2022/23.
2021/12/11	Policies and Procedures for approval and adoption <ul style="list-style-type: none">▪ Emergency Plan▪ Equality Policy▪ Freedom of Information▪ Press and Media Policy
2021/12/12	Cllr updates and correspondence received for action and to note. <ul style="list-style-type: none">▪ Humberside Police November Update▪ Canal side east - damage caused by ERYC refuse wagons (GB)▪ Newport Landfill site - appraisal of traffic movements over last 24 months. (GB) Update from Allium Group (AB)▪ Rights of Way (PP)▪ NHS newsletter November.
2021/12/13	Burials / Cemetery

	<ul style="list-style-type: none"> ▪ Burial Clerk Report ▪ Land purchase for the required extension to the Cemetery ▪ Burial Clerk role and contract
2021/12/14	Finance – to agree payments in accordance with the budget. <ul style="list-style-type: none"> ▪ Financial report for periods ending 30th November 2021. ▪ To approve schedule of payments and the maintenance contracts for the Play area and St Stephens Church path. ▪ Nationwide Deposit Account ▪ HSBC Account Management including Signing Mandate. ▪ NGYP Finance Update
2021/12/15	Any items of a confidential nature to be discussed

The next meeting of Newport Parish Council is on **Tuesday 11th January 2022** at Newport Primary School – Hall entrance.

Issued by Parish Clerk: Alan Barker

on: 6 December 2021

Website: <https://newportpc.org.uk/>

Appendix 1 - Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. This must be done in the Public Questions item and members of the public cannot interrupt the business of the meeting at other times unless Standing Orders are suspended by the Chair of the Council. This council supports the rights of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting, by means of the recording, and expresses the hope that the person (or persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of anyone present who does not wish to be filmed or recorded.

Parish Clerk: Mr Alan Barker
E Mail: clerk@newportpc.org.uk

Newport Parish Council Meeting

Date & Time: Tuesday 9th November 2021 at 7pm

Venue: Newport Primary School – Hall Entrance - Access to the meeting room is through the main gate on the Village Hall side of the school and to the rear of the building.

Due to the ongoing COVID-19 pandemic, while no longer a legal requirement, wearing of masks and social distancing is still strongly recommended in public spaces and when mixing in larger groups, to protect those around you.

Public Forum - The Public Forum will commence at 7.00pm. The period designated for public participation shall not exceed 15 minutes. Each member of the public may only speak once and for no longer than 3 minutes. Please see Appendix 1 below for further information.

AGENDA

2021/11/01	To note apologies for absence
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2021/11/02	To receive declarations of interest under the Localism Act 2011 - being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members Register of Interests.
2021/11/03	To approve draft minutes of the Parish Council Meetings held on 12 th October 2021
2021/11/04	Matters arising from the previous meeting.
2021/11/05	Newport Parish Community Projects and Parish Matters <ul style="list-style-type: none"> ▪ Newport and Gilberdyke Youth Project finance ▪ Market Weighton Canal Trail ▪ Newport New Generation / Community Interest Company
2021/11/06	To consider planning applications received and note planning decisions.
2021/11/07	Clerk and Councillor Training
2021/11/08	Newport Christmas newsletter – content and finance approval
2021/11/09	Clerks Report including action points from the last meeting
2021/11/10	Committee and Working Party Update <ul style="list-style-type: none"> ▪ Outdoor areas working party update. To include the green areas, footpaths, tree planting, little park extension and Skate Park change of use. Rospa Play safe inspection report actions. ▪ Events working party update including Platinum Jubilee, Christmas Planning, Budget, and Festive Lighting permit. ▪ Key Projects including finance planning for 2021/ 22 and 2022/23.
2021/11/11	Policies and Procedures for approval and adoption <ul style="list-style-type: none"> ▪ Emergency Plan ▪ Code of Conduct ▪ Disciplinary and Grievance Hearing Procedure ▪ Disciplinary Policy ▪ Grievance Policy
2021/11/12	CLLr updates and correspondence received for action and to note. <ul style="list-style-type: none"> ▪ Humberside Police October Update ▪ Rough Sleeping reporting 17th / 18th November ▪ Newbald Parish Council relationship with ERYC.
2021/11/13	Burials / Cemetery <ul style="list-style-type: none"> ▪ Burial Clerk Report ▪ Land purchase for the required extension to the Cemetery ▪ Terms of the agreement for the transfer of responsibility to the Parish Council update. ▪ Burial Clerk role and contract
2021/11/14	Finance – to agree payments in accordance with the budget. <ul style="list-style-type: none"> ▪ Financial report for periods ending 31st October 2021. ▪ To approve schedule of payments and maintenance contracts. ▪ Nationwide Deposit Account ▪ HSBC Account Management including Signing Mandate ▪ Budget Forecast and Precept planning ▪ Financial Regulations and authorisation. ▪ Appointment of Internal Auditor ▪ Councillors donations to the poppies for Remembrance day.
2021/11/15	Any items of a confidential nature to be discussed

The next meeting of Newport Parish Council is on **Tuesday 14th December 2021** at Newport Primary School – Hall entrance.

Issued by Parish Clerk: Alan Barker

on: 2nd November 2021

Website: <https://newportpc.org.uk/>

Appendix 1 - Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. This must be done in the Public Questions item and members of the public cannot interrupt the business of the meeting at other times unless Standing Orders are suspended by the Chair of the Council. This council supports the rights of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting, by means of the recording, and expresses the hope that the person (or persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of anyone present who does not wish to be filmed or recorded.

Parish Clerk: Mr Alan Barker
E Mail: clerk@newportpc.org.uk

Newport Parish Council Meeting

Date & Time: Tuesday 12th October 2021 at 7pm

Venue: Newport Primary School – Hall Entrance - Access to the meeting room is through the main gate on the Village Hall side of the school and to the rear of the building.

Public Forum - The Public Forum will commence at 7.00pm. The period designated for public participation shall not exceed 15 minutes. Each member of the public may only speak once and for no longer than 3 minutes. Please see Appendix 1 below for further information

AGENDA

2021/010/01	To note apologies for absence
2021/10/02	To receive declarations of interest under the Localism Act 2011 - being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members Register of Interests.
2021/10/03	To approve draft minutes of the Parish Council Meetings held on 14 th September 2021
2021/10/04	Matters arising from the previous meeting.
2021/10/05	Newport Parish Community Projects and Parish Matters <ul style="list-style-type: none">▪ Newport and Gilberdyke Youth Project finance (SM)▪ Market Weighton Canal Trail (GS)▪ Newport New Generation / Community Interest Company (LC)
2021/10/06	To consider planning applications received and note planning decisions. Feedback and actions agreed following a meeting with the ERYC Trees Officer ref Blackthorn Close Amenity Area.
2021/10/07	Clerk and Councillor Training
2021/10/08	Newport October newsletter – content and finance approval
2021/10/09	Clerks Report including action points from the last meeting
2021/10/10	Committee and Working Party Update <ul style="list-style-type: none">▪ Burial Working Party update including planning for Cemetery / Churchyard maintenance, Inspection work and Cemetery extension▪ Youth Party working group update.

	<ul style="list-style-type: none"> ▪ Outdoor areas working party update. To include the green areas, footpaths, tree planting, little park extension and Skate Park change of use. Rospa Play safe inspection report actions. ▪ Events working party update including Christmas Planning, Budget, and Festive Lighting permit.
2021/10/11	<p>CLlr updates and correspondence received for action and to note.</p> <ul style="list-style-type: none"> ▪ Grass Cutting -Thimblehall Lane (GB). ▪ Email management – Capacity limit (AB). ▪ Motorway Underpass – Light cleaning responsibility (PP). ▪ Defibrillator access and information (LC). ▪ Newport Emergency Plan review (PP) ▪ Community mini wood at the central area of the Brickyard Adventure area (GS) ▪ Village Maintenance specification (including the Brickyard) to identify and report work that needs to be carried out in NPC areas of responsibility (PP/GS) ▪ Newbald Parish Council relationship with ERYC.
2021/10/12	<p>Burials / Cemetery</p> <ul style="list-style-type: none"> ▪ Burial Clerk Report (CY) ▪ Land purchase for the required extension to the Cemetery (SM) ▪ Burial and Cemetery Records (CY) ▪ Churchyard Maintenance including Lychgate / Footpath (GS) ▪ Memorial to remember stillborn babies – Installation and future upkeep (LK). ▪ Terms of the agreement for the transfer of responsibility to the Parish Council update (AB). ▪ Burial Clerk role and contract
2021/10/13	<p>Finance – to agree payments in accordance with the budget.</p> <ul style="list-style-type: none"> ▪ Financial report for periods ending 30th September 2021. ▪ To approve schedule of payments ▪ Nationwide Deposit Account ▪ HSBC Account Management including Signing Mandate ▪ Annual Audit conclusion ▪ Key Projects – Finance planning for 2021/ 22 and 2022/23.
2021/10/14	Any items of a confidential nature to be discussed

The next meeting of Newport Parish Council is on **Tuesday 9th November 2021** at Newport Primary School – Hall entrance.

Issued by Parish Clerk: Alan Barker

on: 5th October 2021

Website: <https://newportpc.org.uk/>

Appendix 1 - Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. This must be done in the Public Questions item and members of the public cannot interrupt the business of the meeting at other times unless Standing Orders are suspended by the Chair of the Council. This council supports the rights of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting, by means of the recording, and expresses the hope that the person (or

persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of anyone present who does not wish to be filmed or recorded.

Parish Clerk: Mr Alan Barker
E Mail: clerk@newportpc.org.uk

Newport Parish Council Meeting

Date & Time: Tuesday 14th September 2021 at 7pm

Venue: Newport Primary School – Hall Entrance - Access to the meeting room is through the main gate on the Village Hall side of the school and to the rear of the building.

Public Forum - The Public Forum will commence at 7.00pm. The period designated for public participation shall not exceed 15 minutes. Each member of the public may only speak once and for no longer than 3 minutes. Please see Appendix 1 below for further information

AGENDA

2021/09/01	To note apologies for absence
2021/09/02	To receive declarations of interest under the Localism Act 2011 - being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members Register of Interests.
2021/09/03	To approve draft minutes of the Parish Council Meetings held on 13 th July 2021
2021/09/04	Matters arising from the previous meeting including Blackthorn Close Amenity Area – Tree tenders / Planning application.
2021/09/05	Newport Parish Community Projects and Parish Matters <ul style="list-style-type: none"> ▪ Newport and Gilberdyke Youth Project finance (SM) ▪ Market Weighton Canal Trail (GS) ▪ Youth Project / Community Interest Company (LC)
2021/09/06	To consider planning applications received and note planning decisions
2021/09/07	Clerk and Councillor Training
2021/09/08	Newport July newsletter – Confirm final accounts / Future planning
2021/09/09	Clerks Report including action points from the last meeting
2021/09/10	Committee and Working Party Update including confirmation of members and election of Chair <ul style="list-style-type: none"> ▪ Personnel Committee update (GS). ▪ Burial Committee update (PP). ▪ Finance Committee (PP) including planning for future cemetery / churchyard maintenance & inspection works (GB). ▪ Youth Party working group update (LC). ▪ Outdoor areas working party update including the green areas, footpaths, tree planting, little park extension and Skate Park change of use (LC). ▪ Events working party update (LC).
2021/09/11	Policies and Procedures for approval <ul style="list-style-type: none"> ▪ Complaints Procedure ▪ Burial Committee TOR (PP) ▪ Working Groups Protocol ▪ Newport Cemetery and Closed Churchyard Risk Assessment
2021/09/12	Correspondence received for action and to note <ul style="list-style-type: none"> ▪ Covid 19 Community Support (ERYC) – Various ▪ Humberside Police – August Update (12.08.21)

	<ul style="list-style-type: none"> ▪ ERNLLCA Newsletter (24.06.21) and various updates ▪ NALC National Resistance Strategy Consultation (29.07.21) ▪ East Riding of Yorkshire CCG AGM 2021 (27.08.21) ▪ Fishing Rights – Market Weighton Canal ▪ Public Footpath between Carr Lane and Drain Lane ▪ Joint Local Access Forum Annual Report (2020-21) & Countryside Code Poster (04.09.21)
2021/09/13	Burials / Cemetery <ul style="list-style-type: none"> ▪ Burial Clerk Report including Cemetery and Churchyard maintenance ▪ Churchyard Memorial Inspection and safety works ▪ Land purchase for the required extension to the Cemetery ▪ Burial and Cemetery Records (LC) ▪ Lychgate / Footpath maintenance at St Stephens Church (LC) ▪ Burials charges due to the financial implications of maintaining the closed churchyard / Hours of burial (including Saturday) (GB)
2021/09/14	Finance – to agree payments in accordance with the budget. <ul style="list-style-type: none"> ▪ Financial report for periods ending 31st July and 31st August 2021. ▪ Scribe Accounting system update ▪ To approve schedule of payments ▪ Nationwide Deposit Account ▪ HSBC – Account Management including Signing Mandate ▪ Key Projects – Finance planning for 2021/ 22 and 2022/23.
2021/09/15	Any items of a confidential nature to be discussed

The next meeting of Newport Parish Council is on **Tuesday 12th October 2021** at Newport Primary School – Hall entrance.

Issued by Parish Clerk: Alan Barker

on: 6th September 2021

Website: <https://newportpc.org.uk/>

Appendix 1 - Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. This must be done in the Public Questions item and members of the public cannot interrupt the business of the meeting at other times unless Standing Orders are suspended by the Chair of the Council. This council supports the rights of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting, by means of the recording, and expresses the hope that the person (or persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of anyone present who does not wish to be filmed or recorded.

Parish Clerk: Mr Alan Barker
E Mail: clerk@newportpc.org.uk

Newport Parish Council Meeting

Date & Time: Tuesday 13th July 2021 at 7pm

Venue: Newport Primary School – Hall Entrance - Access to the meeting room is through the main gate on the Village Hall side of the school and to the rear of the building.

Public Forum - The Public Forum will commence at 7.00pm. The period designated for public participation shall not exceed 15 minutes. Each member of the public may only speak once and for no longer than 3 minutes. Please see Appendix 1 below for further information

AGENDA

2021/07/01	To note apologies for absence
2021/07/02	To receive declarations of interest under the Localism Act 2011 - being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members Register of Interests.
2021/07/03	To approve draft minutes of the Parish Council Meetings held on 8 th June and 24 th June 2021
2021/07/04	Matters arising from the previous meeting. <ul style="list-style-type: none"> - Highways / Paths – ERYC road repairs for Canal Side East and West, Thimblehall Lane and Meadow Lane
2021/07/05	Newport Parish Community Projects and Parish Matters <ul style="list-style-type: none"> - Market Weighton Canal Trail (GS) - Gilberdyke Parish Council - outstanding finances (SM) - Funding of School Uniforms Project (PP) - Outdoor areas including the green areas and footpaths around the village and the little park extension (DO / PP) - Skate Park change of use (DO) - Tree Planting – Locations and application (GS)
2021/07/06	To consider planning applications received and note planning decisions
2021/07/07	Clerk and Councillor Training
2021/07/08	Newport July newsletter (LC)
2021/07/09	Clerks Report including action points from the last meeting / PC Back Up and use of Parish Council E Mails.
2021/07/10	Working Parties (PP)
2021/07/11	Correspondence received for action and to note <ul style="list-style-type: none"> - Trees to the rear of houses on Meadow Lane and Teal Road (JL) - Market Weighton Canal magnet fishing (JL) - ERNLLCA Newsletter 24.06.21 and updates (AB) - ERYC Draft Local Plan update (PP)
2021/07/12	Burials / Cemetery <ul style="list-style-type: none"> - Burial Clerk Report including burials and the closed church yard - Contribution from Gilberdyke Parish Council and terms - Churchyard access road update - Churchyard inspection report, safety works and tenders received
2021/07/13	Finance – to agree payments in accordance with the budget. <ul style="list-style-type: none"> - Financial report for period ending 30th June 2021. - Scribe Accounting system update (AB) - To approve schedule of payments including Insurance - Management of Deposit Accounts
2021/07/14	Policies and Procedures <ul style="list-style-type: none"> - Social Media policy (AB) - Standing orders update to include the process for responding to planning applications. (AB)
2021/07/15	Any items of a confidential nature to be discussed

The next meeting of Newport Parish Council is on **Tuesday 14th September 2021** at Newport Primary School – Hall entrance.

Issued by Parish Clerk: Alan Barker

on: 7th July 2021

Website: <https://newportpc.org.uk/>

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Parish Clerk: Mr Alan Barker
E Mail: clerk@newportpc.org.uk

Newport Parish Council Meeting

Date & Time: Thursday 24th June 2021 at 7pm

Venue: Newport Primary School – Hall Entrance - Access to the meeting room is through the main gate on the Village Hall side of the school and to the rear of the building.

Public Forum - The Public Forum will commence at 7.00pm. The period designated for public participation shall not exceed 15 minutes. Each member of the public may only speak once and for no longer than 3 minutes. Please see Appendix 1 below for further information

AGENDA

2021/06/01	To note apologies for absence
2021/06/02	To receive declarations of interest under the Localism Act 2011 - being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members Register of Interests.
2021/06/03	To note and consider the Annual Internal Audit report for the financial year 2020/2021, which forms part of Annual Governance and Accountability Report (AGAR)
2021/06/04	To consider and approve Section 1 – Annual Governance Statement of AGAR 2020/2021
2021/06/05	To consider and approve Section 2 – Annual Accounting Statements 2020/2021 and supporting documents for AGAR
2021/06/06	Finance – to agree payments in accordance with the budget. - To approve schedule of payments

The next meeting of Newport Parish Council is on **Tuesday 13th July 2021 at 7pm at Newport Primary School – Hall Entrance**

Issued by Parish Clerk: Alan Barker

on: 15th June 2021.

Website: <https://newportpc.org.uk/>

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Parish Clerk: Mr Alan Barker
E Mail: clerk@newportpc.org.uk

Newport Parish Council Meeting

Date & Time: Tuesday 8th June 2021 at 7pm

Venue: Newport Primary School – Hall Entrance

Members of the public and press are invited to address the parish council during the public participation agenda item. Please see Appendix 1 below for further information.

AGENDA

2021/06/01	Introductions for the benefit of the new Parish Councillor and the new Clerk/RFO
2021/06/02	Public Participation – 15 minutes maximum with 3 minutes for person
2021/06/03	To note apologies for absence
2021/06/04	To receive declarations of interest under the Localism Act 2011 - being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members Register of Interests.
2021/06/05	To approve draft minutes of the Parish Council Meeting, Annual Council Meeting, Annual Parish Meeting held on 4 th May 2021 and the Parish Council meeting on the 21 st May 2021
2021/06/06	Casual Vacancy – Consideration of the application received
2021/06/07	Matters arising from the previous meeting
2021/06/08	Newport Parish Community Projects and Parish Matters <ul style="list-style-type: none">- Market Weighton Canal Trail- Gilberdyke Parish Council - outstanding finances- Highways / Paths – road repairs for Canal Side East and West (RB)- Parish Flag (PP)- Drainage Board Works (To note response from O&HDB)- Newport Canal Sewerage (JL)
2021/06/09	To consider planning applications received and note planning decisions
2021/06/10	Clerk and Councillor Training
2021/06/11	Newport July newsletter (LC)
2021/06/12	Clerks Report
2021/06/13	To note correspondence received <ul style="list-style-type: none">- Keep Britain Tidy 28 May to 13 June 2021- ERNLLCA - Revised Standing Orders / Newsletter- NHS Newsletter- Dog Fouling / Dog Theft- ERYC Draft Local Plan update (PP)

2021/06/14	Burials / Cemetery <ul style="list-style-type: none"> - Burial Clerk Report - Contribution from Gilberdyke Parish Council and terms - Information re inspection and access road - Burials and the Closed Church Yard
2021/06/15	Finance – to agree payments in accordance with the budget. <ul style="list-style-type: none"> - Financial report for period ending 31st May 2021 - To approve schedule of payments including Insurance - Annual Audit - Annual Governance & Accountability Return for the Year Ending 31st March 2021. - Management of Deposit Accounts
2021/06/16	Any items of a confidential nature to be discussed

The next meeting of Newport Parish Council is on Tuesday 13th July 2021 at Newport Village Hall.

Issued by Parish Clerk: Alan Barker

on: 1st June 2021

Website: <https://newportpc.org.uk/>

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NEWPORT PARISH COUNCIL

Temporary Clerk: S E Nicholson The Joiners Shop, Blacktoft

Tel.: 01430 441064 DN14 7YW E R Yorkshire

Email: clerk@newportpc.org.uk

PUBLIC NOTICE

Members of the public and press are invited to address the parish council during the PUBLIC PARTICIPATION agenda item at the meeting to be held

Tuesday 4 May 2021. This meeting will follow the ANNUAL PARISH COUNCIL MEETING which will follow the ANNUAL PARISH MEETING. (commencing at 6.30pm).

Members of Newport Parish Council are summoned to attend the Annual Parish Council and the May 2021 parish council meetings via ZOOM.

AGENDA

1.Public Participation

2.Apologies – to receive, agree and accept

3.Casual Vacancies – candidate for the casual vacancy - Joanne Bailey - has been invited to attend the parish council meeting via ZOOM

4.Any declarations of interest

5 Confirmation of previous parish council meeting minutes – April 2021

6.Correspondence

7.Reports – Environment Agency -lease and fishing licenses

- SCRIBE

- Market Weighton Canal Trail

- Youth Project

- Burials and closed churchyard

- Highways/Paths

8.Planning

Planning approval: 21/00540/PLF erection of a single storey extension to side and rear following demolition of existing conservatory at 69 Oak Drive, Newport

9.Newport C.I.C.

10.Review of the budget for the coming year

11.Finances – accounts to pay

12.Date of the next meeting – June 2021.

S E NICHOLSON

26 April 2021

CONFIDENTIAL

1. Any items of a confidential nature to be discussed.

S E NICHOLSON

NEWPORT PARISH COUNCIL

ITEMS FOR FUTURE AGENDAS

NEWPORT PARISH COUNCIL

PUBLIC NOTICE

The ANNUAL PARISH COUNCIL MEETING will be held Tuesday 4 May 2021 following the ANNUAL PARISH MEETING. This meeting will be held via ZOOM.

AGENDA

- 1.Election Chairman for the parish council for the coming year 2021-2022.
- 2.Apologies for the Annual Parish Council meeting
- 3.Declarations of interests -any changes to the register for the members
- 4.Casual Vacancies
- 5.Election of Vice-Chairman
- 6.Election of officers for Newport Parish Council committees.
- 7.Confirmation of previous annual parish council meeting minutes
- 8.Internal and External Auditors for the financial year 2021-2022

S E NICHOLSON

Temporary Clerk: S E Nicholson, The Joiners Shop, Blacktoft, DN14 7YW

Tel.: 01430 441064 email: clerk@newportpc.gov.u

NEWPORT PARISH MEETING

ANNUAL PARISH MEETING

The annual parish of the electorate of Newport will take place on Tuesday 4 May 2021 6.30pm

Via ZOOM. If members of the public are unable to use ZOOM please contact the Clerk.

AGENDA

- 1.Election of Chairman for the duration of the ANNUAL PARISH meeting
- 2.Any apologies for the ANNUAL PARISH meeting
- 3.Confirmation of previous ANNUAL PARISH meeting minutes
- 4.Reports – an opportunity for parochial and local volunteer groups to give a report to the electorate

5.Open forum

G BATE – Chairman, Newport Parish Council

Temporary Clerk: S E Nicholson, The Joiners Shop, Blacktoft DN14 7YW tel.01430 441064

Email: clerk@newportpc.org.uk

NEWPORT PARISH COUNCIL

PUBLIC NOTICE

Members of the public and press are invited to address the parish council during the PUBLIC PARTICIPATION agenda item at the meeting to be held

TUESDAY 13 APRIL 2021 .

7PM

For information: there has to be no discussion, (the parish council discusses the topic and makes the resolution(s)) : comments by the members of the public will only be noted. If the topic is on the agenda then the parish council will discuss with no contribution by members of the public unless the Chair allows for information only : if the topic is not on the agenda it will be added to the agenda for the next appropriate meeting.

The parish council supports the rights of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting, by means of the recording and expresses the hope that the person or persons carrying out the recording have obtained the necessary legal advice, for themselves to ensure they understand the rights of anyone present who does not wish to be filmed or recorded.

The meeting will be held virtually by ZOOM.

S E NICHOLSON

NEWPORT PARISH COUNCIL

Temporary Clerk: S E Nicholson

The Joiners Shop, Blacktoft

Tel.: 01430 441064

DN14 7YW E R Yorkshire

Email: clerk@newport.org.uk

2 April 2021

You are summoned to attend the meeting of Newport Parish Council to be held via ZOOM on Tuesday 13 April 2021 7pm.

AGENDA

1.PUBLIC PARTICIPATION

2.Apologies for absence -to receive and agree the reason for absence

3.Casual Vacancies

4.To receive any declarations of interests – non-pecuniary or pecuniary not recorded on the members register of interests

5.Confirmation of previous parish council meeting minutes held 13 March 2021.

6.ERYC – holding ZOOM meetings from 7 May 2021

7.Finance report – under separate cover

8.Governance and compliance with Financial Regulations

9.SCRIBE - update

10.Correspondence including

- KEEP BRITAIN TIDY – “let us know if you will take part?” – 28 May 2021 to 13 June 2021.
- Ministry of Housing and Local Government – remote meetings will cease after 7 May 2021
- NHS – Parish Council Newsletter
- Request for a banner advertising the pre-school Newport Primary
- Humberside Police – Parish/Town update
- ERNLLCA – newsletter
- RBLI – items for VE DAY

11.Market Weighton Canal Trail – update

12.Burials, burial committee, burial rules and regulations

- Statutory Instruments – LOCAL AUTHORITIES CEMETRIES ORDER 1977;
- Legal Advisory Commission of the General Synod – the maintenance of monuments in closed churchyards
- The lease

13.Youth Project -update

14.Environment Agency – any updates re the lease and fishing licences

15.Any reports

16.Planning – planning approval – 20/03982/PLF - erection of a two storey extension to side 63 Oak Drive, Newport

17.Notice boards – for information – the key for LONDIS wall notice board has been handed over to Paul Nicholson but the key for the multi sided notice board has not. The lock can be drilled out and replaced with new keys when the notice boards are refurbished.

S E NICHOLSON

CONFIDENTIAL

1. Dates and venue etc for interviewing applicants for Clerk position
2. Considerations regarding Radar advice

3. CIC constitution and parish council authority

S E NICHOLSON

1. PARISH COUNCILLOR ITEMS FOR FUTURE AGENDAS

NEWPORT PARISH COUNCIL PUBLIC NOTICE

Members of the public and press are invited to address the parish council during the PUBLIC PARTICIPATION agenda item at the meeting to be held TUESDAY 9 MARCH 2021 7pm
For information: there has to be no discussion, (the parish council discusses the topic and makes the resolution(s)) ; comments by the members of the public will only be noted. If the topic is on the agenda then the parish council will discuss with no contribution by members of the public unless the Chair allows for information only ; if the topic is not on the agenda it will be added to the agenda for the next appropriate meeting.

The parish council supports the rights of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting, by means of the recording and expresses the hope that the person or persons carrying out the recording have obtained the necessary legal advice, for themselves to ensure they understand the rights of anyone present who does not wish to be filmed or recorded.

The meeting will be held virtually by ZOOM.

S E NICHOLSON

NEWPORT PARISH COUNCIL

Temporary Clerk: S E Nicholson

Tel.: 01430 441064

Email: clerk@newportpc.org.uk

The Joiners Shop, Blacktoft Lane

Blacktoft DN14 7YW

E R Yorkshire

Date: 2 March 2021

You are summoned to attend the meeting of Newport Parish Council to be held Via ZOOM on
Tuesday 9 March 2021 7pm.

AGENDA

1. PUBLIC PARTICIPATION
2. Apologies for absence – to receive and agree the reason for absence
3. To receive any declarations of interests – non-pecuniary or pecuniary not recorded on the members register of interests
4. Confirmation of previous parish council meeting minutes held xxx
5. Finance report
6. Bank account primary user
7. £8,000 outstanding from Gilberdyke for the Youth Project
8. To consider using accounting software for the parish council accounts
9. For Cllrs Petitt and Cressey to manage payments and the accounts until the new Clerk is in position
10. To receive reports from external organisations
11. The refurbishment of notice boards

12. Casual Vacancy
13. Correspondence
14. Fishing license for the Market Weighton canal
15. Burial duties and cemetery
16. Terms of reference for the Personnel Committee
17. To validate the use of RRADAR as the solicitors acting for the parish council regarding a complaint
18. To resolve the method for handing over information to the Chairman to ensure all records will be available for the new Clerk
19. Safer Recruitment Policy
20. Planning – the parish council will respond accordingly to any planning issues received

Planning approval: 19/01695/PLF conversion and alteration of existing outbuilding to form a detached dwelling land and buildings north of Thimblehall Farm, 55 Thimblehall Lane, Newport

Planning application: 21/00481/VAR variation of condition 4 (approved plans) of planning permission 15/03725/VAR – erection of a replacement dwelling – amended scheme to provide for additional accommodation in the roof space -site of Mafeking, View 6, Wallingfen Lane, Newport

Planning application: 21/00540/PLF erection of single storey extension to side and rear following demolition of conservatory – 69 Oak Drive, Newport

21. Date of the next parish council meeting

S E NICHOLSON

CONFIDENTIAL

1. New Clerk post – details of any applications and
2. Dates/times/venue for shortlisting and interviews

S E NICHOLSON

Interim Clerking duties being temporarily carried out by the chair of the council

You are hereby summoned to attend the meeting of Newport Parish Council which will be held on **Tuesday 9th February 2021** commencing at 7 pm at the Virtual Video Meeting.

The business to be dealt with at the meeting is listed in the agenda.

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. This must be done in the Public Questions item and members of the public cannot interrupt the business of the meeting at other times, unless Standing Orders are suspended by the Chair of the Council.

This Council supports the rights of anyone to record this meeting but advises that anyone so recording cannot disrupt the meeting, by means of the recording, and expresses the hope that the person (or persons) carrying out the recording have obtained the necessary legal advice, for themselves, to ensure they understand the rights of anyone present who does not wish to be filmed or recorded.

IN VIEW OF THE CORONAVIRUS PANDEMIC THIS MEETING WILL BE HELD VIA VIDEO CONFERENCING USING ZOOM. TO JOIN THE MEETING GO TO WWW.ZOOM.COM; CLICK ON JOIN MEETING AND ENTER MEETING 756 366 0518. IF ASSISTANCE IS REQUIRED PLEASE CONTACT THE CLERK.

Cllr G. Bate

Chairman

03/02/21

AGENDA

1) Public Session

2) To receive apologies and reasons for absence

3) To receive declarations of interest under the Localism Act 2011 – being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members register of Interests.

4) To approve the draft minutes of the Parish Council Meeting held on 12/01/21

5) To approve the draft minutes of the extraordinary meeting held on 22/01/21

6) Finance Report

a) Accounting statements for period ending 31/01/21

b) To approve Schedule of Payments

7) To receive any reports from external organisations

a) Reports by Humberside Police

b) Reports by Unitary Councillors

8) Parish Matters – To receive any report or consider any appropriate action.

a) Council Casual Vacancy

b) Review tracking report

c) To agree temporary locum clerk duties, to include zoom licence, banking payments, preparation of agenda, preparation of minutes, dealing with correspondence, accessing parish emails

d) To agree procedures for appointment of a new clerk, to include, advertising reference check, DBS check if required and type, agreeing interview questions, (to include financial matters) interview panel members, scoring method for interviewed candidates, probation period, probation questions from councillors. probation acceptance (to be by chair - recommendation from ERYC).

e) Membership of the personnel subcommittee (Cllr P. Pettit)

f) Recruitment policy, probationary period policy, employer pension scheme (Cllr P. Pettit)

g) Lease agreement re burial road (Cllr Lamming)

h) Discuss and resolve outstanding financial and administrative matters. (Cllr Shields)

i) Burial Clerk's report

9) Clerks report – Correspondence received

a) London Hearts - £200 grant defibrillator

10) Planning Applications (No objections received from Cllrs to date)

a) 20/04294/TPO – Newport Grange, 63 Main Road, Newport – Work to protected trees

b) 20/04137/PLT – 6 Southfields, Newport

c) 21/00076/PLF – 1 Ocean Drive, Newport

11) Next meeting will be Tuesday 09/03/21 at 7 pm

Items for the agenda by 2nd March 2021

Newport Parish Council
28 Allington Drive
Great Coates
Grimsby
DN37 9FF

You are hereby summoned to attend the meeting of Newport Parish Council which will be held on **Tuesday 12 January 2021** commencing at 7.00 pm at the Virtual Video Meeting .

The business to be dealt with at the meeting is listed in the agenda.

Members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. This must be done in the Public Questions item and members of the public cannot interrupt the business of the meeting at other times unless Standing Orders are suspended by the Chair of the Council.

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AGENDA

Carl Thomas

Clerk to the Council

07/01/2021

1 Public Session

2 To receive apologies and reasons for absence

3 To receive declarations of interest under the Localism Act 2011 - being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members Register of Interests.

4 To approve draft minutes of the Parish Council Meeting held on 8th December 2020

5 Finance Report

a) Financial report for period ending 31st December 2020

b) To approve Schedule of payments

b) To approve 2021/22 budget and precept amount

6 To receive any reports from external organisations

a) Reports by Humberside Police

7 b) Reports by Unitary Councillors

8 Parish Matters - To receive any report or consider any appropriate action

a) Councillor Casual Vacancy

b) Parish Plan

c) Dog Fouling (PP)

d) Community Interest Company - Youth Provision

e) Parish Newsletter / Magazine

f) Covid 19 Vaccinations (LC)

Newport Parish Council

12/01/2021

g) Review Tracking Report

9 Clerk's Report - Correspondence Received

a) SC - tree complaint on Meadow Lane land.

b) MH - Union jack on flag pole

10 Planning applications and decisions received

a) Planning : 20/03651/PLF Wallingfen Grane, Wallingfen Lane, Newport - Single storey extension and dormer window to rear.(14055). Ratification - No objections raised

b) Planning: 20/04143/TPO 25 Teal Road, Newport(14066) Ratification - No objections raised

c) Planning: 20/02699/STPLF - Erection of extension to south / smoke shelter / parking (14065)
Ratification - No objections raised

d) Planning: 20 / 02880 / STPLF Land south of Intergreen Ltd - Construction of hardcore area for use as a car and lorry park.(14079)

Next meeting will be Tuesday 9th February 2021 at 7 pm

Items for the agenda by 2nd February 2021