



Email: clerk@newportpc.org.uk

Minutes of a Council meeting of Newport Parish Council

Minutes of the meeting held on 13th January 2026 in Newport Primary School.

Members Present: Cllr S Mansell – Chair, Cllr H Robinson – Vice Chair, Cllr Shields, Cllr Cressey, Cllr G Bate, Cllr R Bate, Cllr Preston, Cllr Lamming, Cllr Elliott.

Meeting Clerk: Alan Barker

Others in attendance: N Wright

Public participation

N Wright shared further information with regards to the Wallingfen Methodist Centre and Church including the status of the clock in relation to the insurance and the electrical safety certificate.

A period of up to 15 minutes for members of the public to make statements or ask questions about business on the agenda. Each member of the public may only speak once and for no longer than 3 minutes.

Minutes

2026/01/01	The following Members were absent from the meeting: Cllr O'Connell, Cllr Pettit, RESOLVED: Reason for absence agreed.	
2026/01/02	Declarations of interest under the Localism Act 2011 The following declarations of Interest were made. Non-Pecuniary – Christmas Lights by Cllrs Cressey and Lamming. Wallingfen Methodist Church by Cllrs G and R Bate, Newport Village Hall by Cllrs Shields and Preston. A dispensation application agreed for all Cllrs to provide updates.	
2026/01/03	Minutes of the Council meeting held on 11th November 2025. Update provided as per the papers issued with the meeting agenda ref actions taken following the November meeting. Cllr Shields proposed, seconded by Cllr Lamming-that the minutes be accepted as a true and accurate record of the meeting. RESOLVED: The minutes approved as a true and accurate record. St Stephens Church, Newport and Gilberdyke Parish Councils working together with regards to the Newport Cemetery and St Stephens Closed Churchyard. Cllrs noted the update in the pre meeting papers. A Barker to continue dialogue and aim to finalise prior to the March meeting to allow the Cemetery fees wef 01.04.26 to be confirmed. Team Sport Play quarterly operational inspection scheduled for 09.01.26. Report outstanding. Brickyard Play Area Tree planting and woodland management. Cllr Shields provided an update and will request publicity information to be shared via social media and the Website. The Conservation Volunteers are scheduled to attend from the 2 nd to 4 th March. Cllrs requested to encourage residents to be involved and support the work to be undertaken. Community Payback. A Barker spoke with S Anderson 12.01.26. Materials purchased. It is anticipated work will start in Newport shortly.	AB AB AB GS Cllrs AB

Initial:

2026/01/04	<p>Newport Parish Community Projects and Parish Matters. Supporting documents available via meeting papers information 2026 01 04</p> <p>Wallingfen Methodist Church and Centre cease to meet notification and memorial clock. Information with regards to the actions taken shared in the pre meeting notes. Update provided re the approval of the Asset of Community Value, further contact from the War Memorial Trust / resident MM. Cllr Robinson proposed, seconded by Cllr Cressey that A Barker be requested to write to the managing trustees and Joanne Balmforth requesting the clock be restarted. RESOLVED: Cllrs approved the proposal with any costs associated with restarting to be requested from the trustees.</p> <p>Police and Crime Commissioner Road Safety Fund and Auto Speed Watch. Cllr R Bate proposed, seconded by Cllr Robinson that 2 auto speed watch units be purchased and installed subject to a grant of 50% of the cost being secured. Cost – Roadside Unit £779, Sign £58.60, Conspicuity Kit £7.99, Tilt Adaptor £36.65 all plus VAT. RESOLVED: Cllrs approved the project and proposed expenditure. Cllr to be appointed to manage the unit - TBC.</p> <p>Village checklist – Feedback provided with regards to the checks completed on 12th December and 5th January. Cllrs noted.</p>	AB AB Cllr
2026/01/05	<p>To consider planning applications received and note planning decisions. Supporting documents available via meeting papers information 2026 01 05 and https://newportpc.org.uk/planning-applications/</p> <p>Cornerstone 10714931 Telecommunications base station at Cowbridge, Landing Lane proposed upgrade. Cllrs requested that A Barker contact the installer and request that any damage to the bridleway be repaired.</p> <p>Cllrs noted the approval of application 24/02248/STOUT on Land North and East of Skilbeck Farm submitted by Lovell Developments.</p>	AB
2026/01/06	<p>Clerk and Councillor Training update. Supporting documents available via meeting papers information 2026 01 06</p> <ul style="list-style-type: none"> ▪ Cemetery Operations and Compliance Training event – July 26. Cllr R Bate proposed, seconded by Cllr Robinson that A Barker attends the training to support ongoing Cemetery Management. Cost £80. <p>RESOLVED: Cllrs approved the attendance and expenditure</p>	AB
2026/01/07	<p>Working Party Update. Supporting documents available via meeting papers information 2026 01 07</p> <p>Christmas Lights 2025 (Events Working Party).</p> <ul style="list-style-type: none"> ▪ Cllrs confirmed the positive comments received from residents with regards to the Christmas event and lights. All lights removed w/c 05.01.26. ▪ Cllrs requested a note of thanks be sent to Interactive Grotto's. ▪ Ongoing issues re the timers on lights 26 and 31 to be reported to ERYC. <p>Christmas Lights 2026</p> <ul style="list-style-type: none"> ▪ Cllrs requested to consider requirements for the 2026 display for approval at the March meeting. <p>Further Key projects 2025/26.</p> <ul style="list-style-type: none"> ▪ Cllrs requested A Barker to obtain quotations for the replacement of the toddler - 1 bay 2 seat swing and the nest basket swing at the Main Road play area. Quotations to be obtained for a round table. Potential sources of grant funding to be investigated. A Barker to report back to the March meeting. <p>Finance Working Group feedback provided following Precept and Budget planning meeting 1st December 2025. Cllrs noted the information provided.</p> <p>Personnel Working Group – Clerk review meeting to be completed on 17th February 2026 at 4.30pm. Cllrs Shields, R Bate and O'Connell to be invited.</p>	AB AB Cllrs AB AB

Initial:

2026/01/08	<p>Policies and Procedures for review and approval. Supporting documents available via meeting papers information 2026 01 08 The following reviewed and Cllrs approved with no changes.</p> <ul style="list-style-type: none"> ▪ Privacy Notice 1 – Residents and members of the general public ▪ Privacy Notice 2 – For staff and councillors and Role Holders ▪ Consent Form ▪ Data Protection Policy ▪ Equality Policy ▪ Community Emergency Plan – Updates approved with regards to the meeting point venue, Community noticeboard key holder and the review date change to January. <p>Cllr Elliot proposed, seconded by Cllr Shields that the Community Emergency Plan be updated with no changes proposed for the remaining policies detailed. RESOLVED: Cllrs approved the policies as proposed.</p>	AB
2026/01/09	<p>Cllr and Clerk updates and correspondence received for action and to note. Supporting documents available via meeting papers information 2026 01 09 Newport Village Hall Trusteeship. Cllrs Shields provided an update. The trustees are working through several issues including installing an emergency exit door for the nursery, obtaining quotes to upgrade the alarm plus access control system and Broadband connection. A structural survey is being arranged. The trustees are preparing evidence for grant applications including demonstrating why the village needs the hall with an initial estimate of required expenditure at £200,000. Updates required with regards to Safeguarding and Health & Safety procedures. The trustees will be publicising the availability and facilities of the hall more widely. Cllr R Bate confirmed the Parish Council recognise the Village Hall is an important part of the village and are supportive of the trustees aims and objectives. Significant Pothole B1230. Cllrs noted that the pothole on the Market Weighton Canal Bridge has been reported by Cllrs Lamming and O’Connell.</p>	
2026/01/10	<p>Burials / Cemetery. Supporting documents available via meeting papers information 2026 01 10. A Barker provided an update with regards to cemetery matters, including Finance. Perimeter work. The cut of the large conifers will be completed shortly. Cemetery contractor contract 2026. Confirmed 08.01.26. Cemetery Fees. Update provided with regards to the receipts and payments in 2025. Cllrs to review the current fees at the March meeting and consider any changes required wef 01.04.26. Memorial Inspection schedule. One further contact made with regards to a Category 1 memorial. Churchyard Memorial Inspection. Last completed July 2021. A Barker to prepare a plan of the churchyard memorials and commence checks of the most recent memorials in July 2026. Complaint – REF ERB 561. Ref 2025 01 11 and 2025 09 10. Cllrs noted the further contact made 9th and 11th December 2025 and that a further information request may be received.</p>	Cllrs AB
2026/01/11	<p>Legal and Land.</p> <ul style="list-style-type: none"> ▪ Land to the north of the Main Road Play Area. Further update requested from ERYC enforcement team 09.12.25. Cllr Shields confirmed a request for information has also been submitted via Cllr Aitken on 09.01.26. Cllrs noted. 	AB
2026/01/12	<p>Finances –To consider and approve payments and income for the period in accordance with the budget.</p> <ul style="list-style-type: none"> ▪ To consider and approve the bank reconciliation. ▪ Financial report for November and December 2025 considered. 	

Initial:

	<ul style="list-style-type: none"> ▪ To approve schedule of payments and payments requiring preauthorisation for payment. ▪ Grant applications for consideration. <ul style="list-style-type: none"> - Village Hall - £1092 inc. VAT <p>Cllr Elliot proposed, seconded by Cllr Cressey that the Grant application approved. RESOLVED: Cllrs approved the grant application. Cllrs Shields and Preston abstained.</p> <ul style="list-style-type: none"> - Goole Go Far - £250 <p>Cllr Shields proposed, seconded by Cllr Cressey that the Grant application approved. RESOLVED: Cllrs approved the grant application.</p> <ul style="list-style-type: none"> ▪ Cllrs considered and approved the Annual Budget for 2026/27 in line with the recommendations from the Finance Working Group. ▪ Cllrs considered and approved the Precept for 2026/27 in line with the recommendations from the Finance Working group. ▪ The final ERYC 2026/267 tax base for Newport Parish Council is 513.40 Band D equivalent properties. An increase of 1.4% (As per the ERYC precept calculator). <p>Cllr G Bate proposed, seconded by Cllr Shields that the Precept demand of £38,000 for 2026/27 which is unchanged since 2023/24 and £2,000 less than 2022/23 approved. RESOLVED: Cllrs approved the precept demand. The Council have been able to maintain the precept at this level due to careful budget control. Details of the precept demand to be publicised on the website.</p> <ul style="list-style-type: none"> ▪ Banking arrangements. Update shared with Cllrs and further closure form completed. Cllrs authorised the movement of the monies to the existing savings accounts. <p>Cllr Shields proposed, seconded by Cllr Lamming that the accounts ratified and the expenditure approved including the clerk's hours and banking arrangements as detailed. RESOLVED: Cllrs approved the actions and payments as detailed.</p>	AB AB AB
2026/01/13	Newport Newsletter update Cllr Cressey provided an update re the next edition planned for Easter 2026. Information to be collated by the end of February. Delivery and publishing to remain unchanged. Cllrs noted.	LC
2026/01/14	RESOLVED: Noted that the next meeting scheduled meeting of Newport Parish Council will be held on 10 th March 2026, commencing at 7pm, in the Newport Primary School.	

Meeting started 7pm and closed 8.10pm

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To be completed by the person presiding at the meeting where the minutes are adopted.

Signed:

Print Name:

Print Position:

Date:

Initial: