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### Minutes of a Council meeting of Newport Parish Council

Minutes of the meeting held on 10<sup>th</sup> March 2026 in Newport Primary School.

Members Present: Cllr S Mansell – Chair, Cllr H Robinson – Vice Chair, Cllr Lamming, Cllr Elliott, Cllr O’Connell, Cllr Pettit,

Meeting Clerk: Alan Barker

Others in attendance: N Wright, Cllr N Wilkinson

### Public participation

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.

**N Wright.** Update with regards to the Newport War Memorial Clock installed at the Wallingfen Methodist Centre. Information provided re the Methodist Circuit leadership meeting and insurance. The latest electrical inspection has failed with work required prior to a reinspection and a new safety certificate being issued. Cllr Wilkinson agreed to write to David Davis MP to seek his support.

**Cllr Wilkinson.** ERYC update provided. ERYC will need to make cuts to services in the next financial year following the Government Fair Funding Review. Central Government funding will reduce by £100m over the next 4 years and then by £33m per annum. Potentially there will be redundancies but ERYC will seek to protect frontline services. The combined authority will receive £23m for projects including pothole repairs. Council tax is increasing by 4.99%. 2% for adult social care and 2.99% for council services. Council leaders are attending the MIPIIM event to promote investment opportunities in East Yorkshire.

### Minutes

2026/03/01	The following Members were absent from the meeting: Cllr Shields, Cllr Cressey, Cllr G Bate, Cllr R Bate. Cllr O’Connell proposed, seconded by Cllr Lamming that the absences be approved. RESOLVED: Reason for absence agreed.	
2026/03/02	<b>Declarations of interest under the Localism Act 2011</b> The following declarations of Interest were made. Non-Pecuniary – Christmas Lights by Cllr Lamming. Newport Village Hall by Cllr O’Connell. A dispensation application agreed for all Cllrs to provide updates.	
2026/03/03	<b>Minutes of the Council meeting held on 13<sup>th</sup> January 2026.</b> Supporting documents available via meeting papers information 2026 03 03 re actions taken following the January meeting. Cllr Robinson proposed, seconded by Cllr Lamming that the minutes accepted as a true and accurate record of the meeting. RESOLVED: The minutes approved as a true and accurate record. <b>St Stephens Church, Newport, and Gilberdyke Parish Councils</b> 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.	AB AB

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	<p><b>Annual Play Area Inspection.</b> The repair works as are ongoing, due to ongoing issues with the work completed by Kompan. A Barker to resolve.</p> <p><b>Brickyard Play Area</b> Tree planting and woodland management. The Conservation Volunteers completed the work from 2<sup>nd</sup> to 4<sup>th</sup> March.</p> <p><b>Community Payback.</b> All works completed 10.03.26</p>	AB
2026/03/04	<p><b>Newport Parish Community Projects and Parish Matters.</b> Supporting documents available via meeting papers information 2026 03 04</p> <p><b>Wallingfen Methodist Church and Centre.</b> No further action proposed at this time by Newport Parish Council. See the public participation notes.</p> <p><b>Police and Crime Commissioner Road Safety Fund and Auto Speed Watch.</b> No further update received.</p> <p><b>Village checklist</b> – Feedback provided with regards to the checks completed on 17<sup>th</sup> February and 3<sup>rd</sup> March. Cllrs noted.</p>	
2026/03/05	<p><b>To consider planning applications received and note planning decisions.</b> Supporting documents available via meeting papers information 2026 03 05 and <a href="https://newportpc.org.uk/planning-applications/">https://newportpc.org.uk/planning-applications/</a> No further updates received from the planning enforcement team ref 26/00047/UNUSE3.</p>	
2026/03/06	<p><b>Clerk and Councillor Training update.</b> Supporting documents available via meeting papers information 2026 03 06.</p> <ul style="list-style-type: none"> <li>▪ Further ERNLLCA Training Plan information shared 10.03.26.</li> <li>▪ ERNLLCA How Council Behaviours Shape Culture. A Barker - 18.03.26</li> <li>▪ Cllrs requested make requests for training bookings via A Barker</li> </ul>	
2026/03/07	<p><b>Working Party Update and Key Projects for 2026/27.</b> Supporting documents available via meeting papers information 2026 03 07</p> <p><b>Events Working Party - Christmas Lights 2026</b></p> <ul style="list-style-type: none"> <li>▪ Cllrs requested to consider requirements for the 2026 display for approval at the May meeting.</li> </ul> <p><b>Key Projects 2026/27</b></p> <p><b>Main Road Play Area – Replacement of two swings</b></p> <ul style="list-style-type: none"> <li>▪ Cllrs reviewed the quotations and supporting information provided for the replacement of the toddler - 1 bay 2 seat swing and the nest basket swing at the Main Road play area 09.03.26.</li> <li>▪ Cllrs considered the quotations based on the following criteria: - <ul style="list-style-type: none"> <li>- Total cost and value for money.</li> <li>- Previous work completed for Newport Parish Council.</li> <li>- Location of Company to support future needs and commitment to repairs / maintenance.</li> <li>- The proposed works including the size of the units and retention / replacement of the safety surface. Both units' min 2m high.</li> <li>- Site visit and knowledge of the project/diligence.</li> </ul> </li> <li>▪ Current swings <ul style="list-style-type: none"> <li>- 2m 7cm High, 1 Bay/2 Seat Toddler Cradle Swing unit (2m wide and 3m 56cm long)</li> <li>- 2.5m High Nest basket swing (2m 70cm wide and 3m 70cm long)</li> </ul> </li> <li>▪ Safety Surface. Options considered: - <ul style="list-style-type: none"> <li>- Retain existing two layers of Grass mat (with a small extension possibly required) with limited repairs using 4.5mm cable ties. The latest layer was installed in 2022 and subject to a repair under the basket swing met the required standard for the 2025 safety inspection.</li> <li>- Retain the existing two layers of Grass mat and place a further layer of Grass mat on top of the existing Grass mat.</li> <li>- Remove existing and replace with a new Grass mat surface.</li> <li>- Overlay the current safety surface with Mulch bond / Fibre fall.</li> </ul> </li> </ul>	Cllrs

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	<p>Cllr Pettit proposed, seconded by Cllr Robinson that the proposal submitted by Absolute Play to replace the current swings with steel swings and retain the existing 2 layers of Grass mat (with a small extension possibly required) with limited repairs using 4.5mm cable ties be confirmed as the preferred supplier with authority delegated to A Barker to negotiate the final contract, due diligence requirements and award the contract. RESOLVED: Cllrs approved the proposed works and delegated authority to A Barker to negotiate the final contract, due diligence requirements and award the contract. Cllrs resolved to fund the new installations from reserves. The Do it for East Yorkshire Grant is not currently open for applications.</p> <p><b>Main Road Play Area – Replacement of two seats</b></p> <ul style="list-style-type: none"> <li>▪ Cllrs considered the various quotations received for replacement seats and / or a picnic table.</li> <li>▪ The existing seats have a limited lifespan and require replacement.</li> <li>▪ Cllr Shields has requested a quote from a Newport resident (DH) for a wooden picnic table.</li> <li>▪ Cllrs agreed to revisit this project at the May meeting.</li> </ul> <p><b>Personnel Working Group.</b></p> <ul style="list-style-type: none"> <li>▪ A Barker left the meeting to allow Cllrs to consider the recommendations of the group.</li> <li>▪ Clerk review meeting completed 17.02.26. Minutes shared 03.03.26.</li> <li>▪ Cllrs considered the minutes and considered any required changes to the clerks’ terms and conditions.</li> <li>▪ A Barker rejoined the meeting.</li> </ul> <p>Cllr O’Connell proposed, seconded by Cllr Robinson that the clerk’s pay scale be increased by 2 SCP points with effect from 01.04.26. RESOLVED: Cllrs approved the change of pay scale.</p>	<p>AB</p> <p>Cllrs</p> <p>AB</p>
2026/03/08	<p><b>Policies and Procedures for review and approval.</b> Supporting documents available via meeting papers information 2026 03 08</p> <ul style="list-style-type: none"> <li>▪ Risk Assessment / Cemetery and Closed Churchyard Risk Assessment / Social Media Policy / Internal Controls System.</li> </ul> <p>Cllr Pettit proposed, seconded by Cllr Lamming that no changes are required to the policies detailed following the annual review. RESOLVED: Cllrs approved the policies as proposed.</p>	AB
2026/03/09	<p><b>Cllr and Clerk updates and correspondence received for action and to note.</b> Supporting documents available via meeting papers information 2026 03 09</p> <p><b>Newport Village Hall Trusteeship.</b> Cllrs O’Connell-provided an update confirming the work completed with regards to the website, Facebook profile, booking and payment system, security, Wi-Fi, Door upgrades, Alarms. New activities are being planned with grants applied for various projects. Cllr O’Connell thanked the Parish Council for the grant received,</p> <p><b>Pothole B1230.</b> Repair completed and closing letter following complaint received. Cllrs expressed concerns with regards to the number of potholes requiring repair in the village. Guidance with regards to reporting potholes and making an insurance claim to ERYC is available on the website.  <a href="https://newportpc.org.uk/east-riding-of-yorkshire-council-contacts/">https://newportpc.org.uk/east-riding-of-yorkshire-council-contacts/</a></p>	
2026/03/10	<p><b>Burials / Cemetery.</b> Supporting documents available via meeting papers information 2026 03 10. A Barker provided an update with regards to cemetery matters, including Finance.</p> <ul style="list-style-type: none"> <li>▪ <b>Cemetery Fees review.</b> Cllrs completed the annual review of the Cemetery fees for Newport residents and non-residents. Cllr Elliott proposed, seconded by Cllr Lamming that no change be made to the</li> </ul>	

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	<p>Cemetery Fees. RESOLVED: Cllrs approved the current Cemetery fees with no changes proposed.</p> <ul style="list-style-type: none"> <li>▪ <b>Newport Churchyard and Cemetery Memorial Inspection</b> results reviewed. Inspection of stakes completed 03.03.26. Consideration to be given to the process for inspecting the old section of the Cemetery.</li> <li>▪ <b>Complaint</b> – REF ERB 561. Ref 2025 01 11 and 2025 09 10. Cllrs noted the contact by TS 02.03.26.</li> </ul>	AB
2026/03/11	<p><b>Legal and Land.</b></p> <ul style="list-style-type: none"> <li>▪ <b>Land to the north of the Main Road Play Area update.</b> Cllrs noted.</li> </ul>	
2026/03/12	<p><b>Finances –To consider and approve payments and income for the period in accordance with the budget.</b></p> <ul style="list-style-type: none"> <li>▪ To consider and approve the bank reconciliation.</li> <li>▪ Financial report for January and February 2026 considered.</li> <li>▪ To approve schedule of payments and payments requiring preauthorisation for payment in March.</li> <li>- Scribe Cemetery and Accounts renewal £720 + VAT.</li> <li>- Replacement Union Jack (Meadow Lane) £130 + VAT</li> <li>- Printer Toner replacement. £126+ VAT</li> <li>- Microsoft 365 Renewal (Clerk Laptop) - £104.99</li> <li>- S Goddard – Bus shelter clean (3 months) £96</li> <li>- K Dwaine – Newsletter editor £50.</li> <li>- Poste Haste Newsletter Printing TBC (Last £295 + VAT)</li> <li>- Create TVT Delivery £195 + VAT (Last £140 + VAT)</li> <li>- Mutts Butts – Dog Gloves TBC (Last £275 + VAT)</li> <li>- The Conservation Volunteers (Brickyard work) - £1,350 + VAT</li> <li>- Defibrillator Battery replacement (Newport Village Hall) - TBC</li> <li>▪ <b>Banking arrangements.</b> Following the closure of the Nationwide savings account, Cllrs requested to authorise the transfer of £30,000 from the HSBC Current account split between the Cambridge Building Society and Hinckley and Rugby savings accounts.</li> </ul> <p>Cllr Robinson proposed, seconded by Cllr Pettit 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
2026/03/13	<p><b>Newport Newsletter update.</b> The newsletter is currently being printed (1000 copies) with delivery to be completed by Create TVT w/c 16.03.26. Cllrs noted.</p>	
2026/03/14	<p>RESOLVED: Noted that the next meetings scheduled meeting of Newport Parish Council will be held on 12<sup>th</sup> May 2026, Annual Parish Meeting at 6pm, Annual Council Meeting at 7pm in the Newport Primary School.</p>	

**Meeting started 7pm and closed 8.10pm**

**Published on 17<sup>th</sup> March 2026 – Draft / Final 13<sup>th</sup> May 2026**

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

**Signed:**

**Print Name:**

**Print Position:**

**Date:**

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