



Email: clerk@newportpc.org.uk

Minutes of a Council meeting of Newport Parish Council

Minutes of the meeting held on 14th July 2026 in Newport Primary School.

Members Present: Cllr S Mansell – Chair, Cllr H Robinson – Vice Chair, Cllr Elliott, Cllr Shields, Cllr G Bate,

Meeting Clerk: Alan Barker

Others in attendance: D Stevens, 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.

Cllr Wilkinson provided an ERYC update, confirming that ERYC are trialling solar road studs on the B1230 which are more expensive than the historic road studs but are brighter and should last longer. The speed limit on the B1230 between Howden and Gilberdyke has been reduced from 60 to 50mph. The top dressing of roads in the East Riding is continuing. Cllr Wilkinson agreed to approach ERYC about introducing a 20mph speed limit outside Newport Primary School.

D Stevens confirmed that he will be standing for election in the Local Council elections in 2027. He previously served as an ERYC officer for many years.

Minutes

2026/07/01	The following Members were absent from the meeting: Cllr Pettit, Cllr Lamming, Cllr O'Connell, Cllr Cressey, Cllr R Bate, Cllr Preston Cllr Shields proposed, seconded by Cllr Elliott that the absences be approved. RESOLVED: Reason for absence agreed.	
2026/07/02	Declarations of interest under the Localism Act 2011 The following declarations of Interest were made. Non-Pecuniary – Newport Village Hall by Cllr Shields. Wallingfen Methodist Centre and Clock – Cllr G Bate. A dispensation application agreed for all Cllrs to provide updates. Declaration of Interests – Following the advice from ERYC on 10 th June 2026 Cllrs present submitted new declarations of interest with their home address withheld. Revised declarations outstanding for 5 Cllrs	Cllrs
2026/07/03	Minutes of the Annual Council and Annual Parish meetings held on 12th May 2026. Supporting documents available via meeting papers information 2026 07 03 re actions taken following the May meeting. Cllr Elliott proposed, seconded by Cllr Robinson that the minutes accepted as a true and accurate record of the meeting. RESOLVED: The minutes approved as a true and accurate record. Community Garden. One expression of interest received. Cllrs resolved that no further action will be taken. Wallingfen Methodist Church and Centre. A further request for information re the Memorial Clock has been acknowledged by Cllr Aitken. Wilkin Chapman Rollits have not provided the requested update or prepared a solicitor's letter. Cllr G Bate proposed, seconded by Cllr Robinson that Christopher Connell of	AB AB

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	Blacks Solicitors (Leeds) https://www.lawblacks.com/ be approached to provide a solicitor's letter to the trustees requesting that the clock be reinstated and Wilkin Chapman Rollits be advised their services are no longer required. RESOLVED: The actions as detailed above approved. Clr Wilkinson confirmed that David Davis MP office has contacted him for further information and will write to the managing trustees. Annual Play Area Inspection – Cllr Shields proposed, seconded by Cllr Elliott that Rospa Playsafety be appointed to complete the Annual Play Area inspection. RESOLVED: Cllrs approved the appointment of the play area inspector. Village Sign update. Cllr Mansell agreed to provide a further update with regards to the potential for the Bishop Burton students to complete the repair. The students will return to college in September. The sign is stable having been fitted with a metal brace. Traffic data and Londis parking. No further action at this time pending further updates from ERYC. ERYC Pest Control confirmed 09.07.26 that the work has been completed and an invoice will be sent for payment. Cllr G Bate proposed, seconded by Cllr Robinson that the actions taken be ratified and the payment be retrospectively authorised. RESOLVED: Cllrs approved the actions as detailed. Annual External Audit - Additional information provided 02.07.26	AB SM AB
2026/07/04	Newport Parish Community Projects and Parish Matters. Supporting documents available via meeting papers information 2026 07 04 Community Payback tasks. Consideration given to the work request received from the St Stephens PCC. A Barker to meet with the PCC to agree the scope and scale of the work to be completed and to establish who will pay for any materials or waste disposal. Update to be provided at the September meeting. Village checklist – Feedback provided with regards to the checks completed on 1st June and 7th July. The Market Weighton Canal bridge planters have summer plants in place. Cllrs noted.	AB
2026/07/05	To consider planning applications received and note planning decisions. Supporting documents available via meeting papers information 2026 07 05 and https://newportpc.org.uk/planning-applications/ • 26/01611/PLF Erection of single storey extensions to front and side - Victoria Cottage, Landing Lane Goodhand – Victoria Cottage Approved 10.07.26 • 25/00288/UNTIDY – Information will be forwarded to Cllr Wilkinson, who agreed to assist in progressing the matter following the planning enforcement response received on 03.07.26.	AB
2026/07/06	Clerk and Councillor Training update. Supporting documents available via meeting papers information 2026 07 06. ▪ Feedback provided on the training attended since the last meeting. ▪ No applications submitted for the Lantra Traffic Management event or ERYC Virtual Event. ▪ Cllrs encouraged to attend the Martyn's Law Webinar by the Home Office on 20.07.26. ▪ Cllrs requested make requests for training bookings via A Barker	
2026/07/07	Working Party Update and Key Projects for 2026/27. Supporting documents available via meeting papers information 2026 07 07 Events Working Party - Christmas Lights 2026 ▪ Cllrs resolved to request a further update from Cllrs Cressey and Lamming with regards to the Christmas Lights 2026. - An extended / revised contract to be agreed with Interactive Grottos.	LC/JL

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	- 2 additional motifs including location to be confirmed. Details of the electricity usage to be confirmed by Interactive Grottos. - 2 additional timers to be installed by ERYC. (Cost circa £450 + VAT) - Replacement of the 2 faulty ERYC timers to be confirmed. Cllr Shields proposed, seconded by Cllr Robinson that authority be delegated to Cllr Mansell to approve the Christmas lighting contract and expenditure along with the retrospective approval of the actions taken with Northern Powergrid and Conrad energy. RESOLVED: Cllrs approved the proposed course of action and retrospective approval of the contracts with Northern Powergrid and Conrad energy Further Key Projects 2026/27. Cllrs to consider further youth provision in Newport at the September meeting, including consideration of a skate park. Cllr Shields to prepare a proposal for the September meeting for Community Awards.	SM GS
2026/07/08	Policies and Procedures for review and approval. Supporting documents available via meeting papers information 2026 07 08. ▪ Subject Access Request form, Document Retention Policy, Personnel Committee Terms of Reference, Contractor and General Maintenance Risk Assessment, Information Technology Policy, Memorial Management Policy Cllr Robinson proposed, seconded by Cllr Shields that no changes required to the policies detailed following the annual review. RESOLVED: Cllrs approved the policies as proposed.	AB
2026/07/09	Cllr and Clerk updates and correspondence received for action and to note. Supporting documents available via meeting papers information 2026 07 09 • Newport Village Hall Trusteeship. Cllrs Shields advised that a quote submitted for Solar Panels and plans are in place for replacement windows at the front of the building. Grant applications are being submitted. An Elite football team will be using the playing field, and the cricket assets sold. Some of the assets are being retained by the Village Hall Trustees. Japanese Knotweed is to be treated. • The Annual Town and Parish Council Planning Liaison Meeting - Presentation & Q&A List shared with Cllrs on 03.07.26. • M62 Howden to North Cave Road markings and studs project information shared with Cllrs and added to the website on 10.07.26. • ERNLLCA Newsletter shared 10.07.26. • Cllrs noted that Gilberdyke Parish Council has 8 current Cllrs, with Cllr Robinson elected as Chair. Cllrs expressed a desire to work collaboratively with Gilberdyke Parish Council. Cllrs Mansell and Shields agreed to make an initial approach on behalf of Newport PC.	SM/GS
2026/07/10	Burials / Cemetery. Supporting documents available via meeting papers information 2026 07 10. A Barker provided an update with regards to cemetery matters, including Finance. ▪ Newport Churchyard and Cemetery Memorial Inspection results reviewed. ▪ The old Churchyard Headstones inspection complete. Category 1 - 3 headstones which currently are staked, to have a new stake and band installed. 5 further headstones to be staked and a band installed in July / August 2026. ▪ Contact to be made with the ERYC trees team to confirm the work required for the trees adjacent to the B1230 and the boundary hedges adjacent to the Old Vicarage access road and adjacent to the house.	AB AB

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	▪ Contact to be made with Mr Coppack and the owners of the Old Butchers shop to cut back their hedges alongside the Cemetery access Rd in September. ▪ 12-month reinspection of the Category 1 memorials in Newport Cemetery completed. 6 repairs completed in the last 12 months. 34 continue to be staked with a band. Limited movement of the stakes to be addressed in the autumn. ▪ 12-month reinspection of the Category 2 memorials in Newport Cemetery to be completed in July / August 2026.	AB
2026/07/11	Newport Newsletter update. No update provided as Cllr Cressey not present at the meeting. Update to be provided at the September meeting.	LC
2026/07/12	Finances –To consider and approve payments and income for the period in accordance with the budget. Cllrs considered and approved the bank reconciliation and financial report for May and June 2026. Asset register update and insurance review. Proposed that the updated asset register accepted and the insurance be renewed with Clear Councils / Ecclesiastic Insurance at a premium of £923.12. Grant application. Email request received from Cllr Cressey with regards to Gilberdyke and Newport Men In sheds, requesting the draw down of the conditional grant previously approved (Ref 2025 01 12). Cllrs noted that the grant was conditional on the outstanding requirements being finalised and the grant payment requested in the 2024/25 financial year. As the outstanding requirements were not completed the grant offer withdrawn (2025 03 12) and the trustees invited to submit a further application in the future. Mileage allowance increases from 45p to 55 per mile back dated to 01.04.26. Cllr Elliott proposed, seconded by Cllr Shields that the accounts ratified along with the July schedule of payments and the expenditure relating to the insurance renewal, grant application and mileage allowance approved. RESOLVED: Cllrs approved the actions and payments as detailed. Printer Colour Toner – Cyan, Magenta and Yellow toner replaced with HP toner. Cllr G Bate proposed, seconded by Cllr Robinson that the replacement toner is purchased at a cost of circa £220 + VAT RESOLVED: Cllrs approved the purchase of the replacement toner.	AB AB AB AB
2026/03/13	RESOLVED: Noted that the next meetings scheduled meeting of Newport Parish Council will be held on 8 th September 2026, at 7pm in the Newport Primary School.	

Meeting started 7pm and closed 7.55pm

Published on 20th July 2026 – Draft / Final published 09.09.26

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

Signed:

Print Name:

Print Position:

Date:

Initial: