NEWPORT PARISH COUNCIL

Email: clerk@newportpc.org.uk

Minutes of a Council meeting of Newport Parish Council

Minutes of the meeting held on 8th September 2026 in Newport Primary School.

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

Meeting Clerk: Alan Barker

Others in attendance: Cllr V Aitken (ERYC)

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 Aitken provided an ERYC update covering the Mayoral authority funds, pothole reporting, ERYC budget setting and the cats eye project. Cllr Aitken agreed to contact the ERYC officers re the **derelict land** to the North of the Main Rd play area. Cllr Aitken reiterated a commitment to work collaboratively with Newport and Gilberdyke Parish Councils.

Minutes

2026/09/01	The following Members were absent from the meeting: Cllr O'Connell and Cllr Pettit. Cllr Robinson proposed, seconded by Cllr Shields that the absences be approved. RESOLVED: Reason for absence agreed.	Action
2026/09/02	**Declarations of interest under the Localism Act 2011** The following declarations of Interest were made. Non-Pecuniary – Newport Village Hall by Cllrs Shields and Preston. Wallingfen Methodist Centre and Clock – Cllr G Bate. Christmas Lights – Cllr Lamming. Men in Sheds – Cllr Cressey. A dispensation application agreed for all Cllrs to provide updates. Declaration of Interests – Following the advice from ERYC on 10th June 2026 Cllrs R Bate and Preston submitted new declarations of interest with their home address withheld. Revised declarations outstanding for Cllrs Lamming, Pettit, and O'Connell	AB Cllrs
2026/09/03	**Minutes of the Council Meeting held on 14th July 2026.** Supporting documents available via meeting papers information 2026 09 03 re actions taken following the July meeting. Cllr Shields proposed, seconded by Cllr Elliott that the minutes accepted as a true and accurate record of the meeting. RESOLVED: The minutes approved as a true and accurate record. ▪ **Wallingfen Methodist Church and Centre.** The l**etter from** the Methodist Solicitors and proposed letter in response to the solicitors shared with Cllrs. Cllr Lamming proposed, seconded by Cllr Cressey that the content of the letter be agreed and sent to the solicitors. RESOLVED: The actions as detailed above approved. ▪ **Rospa Play Safety Annual Play Area Inspection** completed 04.09.26. Information provided with regards the reports and findings. Cllr	AB AB

	Shields proposed, seconded by Cllr Robinson that the inspection fee of £237.60 approved and that A Barker delegated authority to manage the repairs and resultant expenditure. RESOLVED: The actions as detailed above approved. ▪ **Village Sign update.** Cllr Mansell agreed to investigate the potential for the Bishop Burton students to complete the repair. The sign is stable having been fitted with a metal brace.	AB SM
2026/09/04	**Newport Parish Community Projects and Parish Matters.** Supporting documents available via meeting papers information 2026 09 04 ▪ **Community Payback.** The team commenced work on 07.09.26 working at St Stephens, Newport Cemetery, the Brickyard and the Village including washing the street signs. ▪ **Village checklist –** Feedback provided with regards to the checks completed. Cllrs noted.	
2026/09/05	**To consider planning applications received and note planning decisions**. Supporting documents available via meeting papers information 2026 09 05 and https://newportpc.org.uk/planning-applications/ • 23/01667/STVAR. JZ Flowers approved ERYC 04.09.26. • 26/02186/PLF. 107 Main Road (Mosey) NPC Approved 04.09.26 • Derelict Land on Canal Side West. Information to be provided to Cllr Aitken to follow up with ERYC Officers.	AB
2026/09/06	**Clerk and Councillor Training update**. Supporting documents available via meeting papers information 2026 09 06. ▪ Feedback provided on the training attended since the last meeting. ▪ Cllrs resolved to monitor updates regarding Martyn's Law in respect of the Emergency Plan and make changes in the future if required. Currently no events with more than 200 attendees planned. ▪ ERNLLCA AGM attendance. No attendees nominated. ▪ Cllrs requested to make requests for training via A Barker	
2026/09/07	**Working Party Update and Key Projects for 2026/27.** Supporting documents available via meeting papers information 2026 09 07 **Events Working Party - Christmas Lights 2026** - 2 additional motifs to be located on lamp posts 18 and 25. ERYC and Interactive Grottos to be advised. 2 additional timers to be installed by ERYC. (Cost circa £450 + VAT) - 4 Swirls to be installed. Details of the electricity usage to be confirmed by Interactive Grottos. - Confirmation received from ERYC of the replacement of the 2 faulty timers on posts 26 (Crown and Anchor) and 31 (Kings Arms). - Festive lighting permit to be completed. Cllr Cressey confirmed as the local contact. - Cllrs delegated authority to A Barker to arrange for the purchase of the Christmas trees, installation and safety checks as per previous years. - Extended / revised contract offer, to be obtained from Interactive Grottos for agreement by Cllr Mansell along with any updates to current expenditure plans. Ref 2026 07 07. **Brickyard Amenity Area Development.** Cllr Mansell agreed, with the support of Cllr Shields to prepare a proposal for the redesign of the Brickyard, potentially to include a skate park. The Rospa Play Safety Inspection has confirmed the limited lifespan of the current play equipment. Cllrs to consult residents to ensure any plans meet resident's requirements and address any	AB LC/JL SM SM/GS

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	resident concerns. Recommendations to be prepared and presented to the November meeting, followed by grant applications and quotations being obtained. **Newport Community Awards.** Cllrs resolved to introduce the awards for individuals in recognition of long-standing service to the community. Four recipients have been nominated for the September 2026 awards. Each recipient will receive a framed certificate and gift voucher to the value of £50. Cllrs and residents can nominate future recipients via A Barker for consideration at the January 2027 meeting. Cllr Shields proposed, seconded by Cllr Robinson that the Newport Community awards as detailed above be approved. RESOLVED: Cllrs approved the proposed course of action	AB
2026/09/08	**Policies and Procedures for review and approval.** Supporting documents available via meeting papers information 2026 09 08. ▪ Working Groups Protocol. No changes proposed. ▪ Privacy Policy. No changes proposed. ▪ Website Accessibility Statement. Updates completed as per the notes to the agenda. ▪ Complaints policy. Updates completed as per the notes to the agenda. Cllr R Bate proposed, seconded by Cllr G Bate that no changes required to the Working Group Protocol and Privacy policies. Updates completed to the Website Accessibility Statement and Complaints policy following the annual review. RESOLVED: Cllrs approved the policies as proposed.	AB
2026/09/09	**Cllr and Clerk updates and correspondence received for action and to note.** Supporting documents available via meeting papers information 2026 09 09 • **Newport Village Hall** Trustee update. Cllr Shields advised that smart heating has been installed which can be controlled remotely along with a new door locking system, grant applications have been submitted for new windows and solar panels. Upgrades are required for the Cricket Pavilion including toilets. • **Gilberdyke Parish Council.** Cllrs Mansell and Shields have contacted Cllr Robinson and are continuing dialogue to discuss how the councils can work collaboratively for the benefit of the community. • **ERNLLCA Newsletters** shared with Cllrs. • Cllrs to consider **speed reduction measures and options** at the November meeting. **Resident's reports and concerns** ▪ Gaps in the **Teal Road fence.** Reported to ERYC. A Barker to follow up previous correspondence with ERYC. • **Dog control and Noise Pollution.** The information shared in the agenda notes to be included in the Newsletter. Cllrs provided with "clean it up stickers" to be placed in key places around the Newport. • **Canal Side East Picnic Table noise and litter.** Cllrs considered the request to move the table to a different location. Cllrs resolved that any residents with concerns re antisocial behaviour should contact ERYC and Humberside Police via the links provided. • Request for the **installation of lighting** at the Main Road play area so during winter months the children can still have access to the park after school. Cllrs considered the request but are unable to support this request. The play area is open during daylight hours during the summer and winter with limited light available from the streetlights.	AB

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2026/09/10	**Burials / Cemetery.** Supporting documents available via meeting papers information 2026 09 10**.** A Barker provided an update with regards to cemetery matters, including Finance. ▪ Newport Churchyard and Cemetery Memorial Inspection results confirmed. ▪ Update provided with regards to the Local Plan Land Submissions by York Diocese, along with the Planning and Environmental review and Cemetery Waste information received from the CDS group. A Barker to follow up the request for information from the York Diocese prior to any further decision being taken in respect of work with CDS group. ▪ St Stephens Churchyard. The 18 Lime trees adjacent to the B1230 require pollarding work. Initial quote received with 2 further quotes outstanding – To be considered at the November meeting (Subject to there being no time constraints on any favourable quotes received). Faculty requested for the work. The Community Payback team are completing various activities at St Stephens Church. ▪ Newport Cemetery – A Wasps nest has been treated by ERYC. Cllrs requested to ratify the payment. ▪ Newport Cemetery hedge cut. Cllrs requested to delegate authority to A Barker to negotiate the price for the tall Conifer top and sides to be cut, along with any other tree works in the Cemetery. As per custom and practice this contract should be awarded to the Cemetery Contractor subject to a satisfactory quote being received. Cllr Robinson proposed, seconded by Cllr Lamming that the payment for the Wasp nest treatment be ratified, that authority be delegated to A Barker to negotiate and approve the Cemetery tree maintenance and coordinate quotations for the St Stephens Churchyard tree work. RESOLVED: Cllrs approved the proposed course of action.	AB AB AB
2026/09/11	**Newport Newsletter.** Cllr Cressey agreed to edit the newsletter for publication in October. Articles will be requested for the end of September. The newsletter will be a maximum of 8 pages and will be delivered by the same company. Cllr R Bate proposed, seconded by Cllr Preston that Cllr Cressey be requested to edit the Newport Newsletter with costs capped as per the Spring 2026 newsletter plus 10%. RESOLVED: Cllrs approved the proposed course of action.	LC
2026/09/12	**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 July and August 2026. ▪ **External Audit review.** Report outstanding. To be published by the 30th September 2026. Cllrs to consider any recommendations at the November meeting. ▪ Newport Parish Council **Finance Budget** update to be provided at the November meeting, prior to the precept being considered by the Finance Working Group and Council approval at the January meeting. ▪ **Payments for approval** Community Payback materials. £61.60 inc. VAT Newport Village Hall. September meeting room hire. £21. Cllr G Bate proposed, seconded by Cllr R Bate that the accounts ratified and the expenditure approved as detailed. RESOLVED: Cllrs approved the actions and payments as detailed. Cllrs Shields and Preston abstained from the vote re the Village Hall payment. ▪ **Gilberdyke and Newport Men In sheds – Grant Application**.	

	Cllrs confirmed that the Newport grant policy states: The purpose for which the grant is made must be in the interest of the Parish of Newport or any part of it, or all or some of the inhabitants of the Parish as defined by the boundaries of the Parish Council. The benefit to the area or inhabitants must be commensurate with the expenditure. Organisations/groups within the Parish Council's area may apply; those outside the Parish who can demonstrate direct benefit will be eligible to apply for consideration by the Parish Council. Cllr Robinson proposed, seconded by Cllr Elliott, a grant of £1,000 be awarded in principle subject to evidence being provided of engagement with and benefit for Newport residents (In addition to Cllr Cressey as a trustee), and quotations being provided for the proposed expenditure. RESOLVED: Cllr Cressey abstained from the vote. Cllrs approved the grant award subject to confirmation of the outstanding conditions. The grant must be drawn down in the 2026/27 financial year. ▪ **Reserves.** Cllr R Bate proposed, seconded by Cllr Cressey, that the reserves as detailed in the meeting agenda and notes approved with no amendments. RESOLVED: Cllrs approved the level of reserves. ▪ **Salary award.** Information provided to Cllrs re the National Salary Award 2026-27 as approved by the National Joint Council for Local Government Services to be implemented wef 01.04.26. The settlement provides for a 3.3% increase in pay rates and allowances with effect from 1 April 2026 (An increase of 67p per hour). Cllrs requested to approve the increase and back dated pay for the period 1st April to 30th September 2026. Cllr Elliott proposed, seconded by Cllr G Bate, that the National Salary award be approved with effect from 01.04.26. RESOLVED: Cllrs approved the salary award and back payment.	
2026/09/13	RESOLVED: Noted that the next meetings scheduled meeting of Newport Parish Council will be held on 10 November 2026, at 7pm in the Newport Village Hall.	

Meeting started 7pm and closed 8.20pm

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

Signed:

Print Name: Cllr H Robinson

Print Position: Vice Chair

Date: 10.11.26