

NEWPORT PARISH COUNCIL
Minutes of the meeting held on Tuesday 9 July 2019 at Newport Village Hall

Present: Councillors J Etherington, G Bate, R Bate, and P Pettit

1. Apologies – Apologies for absence were received from Councillor Lamming.

2. Declaration of pecuniary and non-pecuniary interests – No declarations were made.

3. Minutes

(i) It was resolved that the minutes of the Annual General meeting of the Council held on 18 June 2019 be approved and signed as a correct record.

(ii) Subject to the addition of the following text under minute number 3, members noted concerns expressed at the annual village meeting in relation to the speed of outriders at the Tour de Yorkshire and the potential risk to spectators, it was agreed that the minutes of the ordinary meeting of the Council held on rising of the AGM on 18 June 2019 be approved and signed as a correct record.

(iii) It was resolved that the minutes of the extraordinary meeting of the Council held on 25 June 2019 be approved and signed as a correct record.

4. Public Forum – No members of the public were present at the meeting.

5. Planning applications received

19/02070/REM – Land north of Main Road, Newport, East Riding of Yorkshire, HU15 2PR. Erection of a two storey office/workshop block with associated car parking, external landscaping works and extension of existing access road with new site access junction following outline permission 14/01990/STOUT and 17/00955/STVAR (all matters to be considered).

Having discussed the application members concluded that conditions on the main road are of concern and additional heavy goods vehicles will impact further. Members consider that repairs to the road are urgently needed prior to the scheme being built. There are also concerns regarding overnight parking at the junction of Green Park and on the access road by HGVs. The height of the building has not been clearly shown on the plans. The Parish Council **recommend** that the application be refused for the reasons stated in the minutes.

No notifications had been received.

6. Clerk's Report

(i) Annual village walk around with officers from ERYC - The schedule of works identified during the annual village walk around had been circulated by the Clerk via email, for members' information.

The Clerk advised that a second schedule, also attached to the email, detailing issues picked up which were outside the remit of the Taskforce Team, had been prepared by Jim McGivern and forwarded to the relevant services at ERYC. In response to a question from a member, the Clerk advised that works to be completed by the Taskforce Team would be carried out during the grass cutting season.

Councillor Richard Bate stated that the flashing light to warn motorists of their speed when travelling from the direction of Gilberdyke into Newport had become obscured by a tree. In response, Councillor John Etherington advised that this matter would be investigated when he accompanied the Clerk on the monthly village walk around during July.

(ii) Community Fairs – animals as prizes (advice from Licensing) – The Clerk briefed members in relation to an email communication from the Licensing Team. It had come to the attention of the Licensing Team that at some recent local events stall holders had given goldfish as prizes. This had led to concerns over the welfare of the fish and the duty of care for the animals when being given to children. It was noted that the responsibility for making appropriate checks to ensure that licensing regulations have been met rests with event organisers.

(iii) ERNLLCA Communication – The Clerk highlighted an email communication from ERNLLCA which she had circulated to members, in relation to the forthcoming Annual meeting of the East Riding (West) District Committee on Wednesday 17th July at 7.00pm in The Courtyard, Goole.

(iv) Member Training and Development - Due to the recent demand for places on the Being a Good Councillor training, ERNLLCA was considering running an additional day which would incorporate all 3 parts of the training in one session. Expressions of interest had been sought by ERNLLCA and the Clerk had requested 3 places on behalf of members who had previously been unsuccessful in obtaining a place on the training.

(v) National Highways and Transport (NHT) public satisfaction survey – Members were informed that ERYC was currently taking part in the National Highways and Transport Public Satisfaction Survey. The survey had been commissioned by the NHT network and ERYC was one of 111 local authorities to sign up to the survey which asks members of the public questions regarding their opinions on various aspects of the services ERYC provides from the condition of roads and footpaths, to the provision of cycling facilities.

This year ERYC also wished to consult with Parish and Town Councils and had requested that the survey be completed by the Chair or other appropriate Parish Councillor.

Councillor Richard Bate expressed his concern regarding the condition of the underpass beneath the motorway flyover and also the condition of timber fencing adjacent to the concrete bridge on Landing Lane which was in a very poor state in parts with untidy inclines.

Members discussed the use of the B130 as a relief road following M62 closures and the need for urgent remedial works to pot holes and road markings to improve the condition of the surface, also the need for an ongoing maintenance programme.

It was agreed that the on-line survey be completed on behalf of the Parish Council by Councillor Paul Pettit as lead with input from Councillor Richard Bate.

(vi) Road Safety

(a) Pedestrian crossing at Newport Primary School/Newport Village Hall – The Clerk advised that the issue previously raised by Councillor Graham Bate in relation to the limited amount of time for pedestrians to safely cross the road had been referred to Alan Frankish at ERYC. A further update from the clerk would be given once a response had been received.

(b) Tour de Yorkshire - Concerns regarding the speed of outriders at the recent Tour de Yorkshire event had been discussed with ERYC. Carl Skelton (Group Manager Highway Maintenance Services) had subsequently advised that the national escort group and moto-marshalls responsible for enforcing the road closure and stopping traffic ahead of the cyclists, were managed by the Police to whom any feedback should be directed. Feedback would be forwarded by the Clerk on behalf of the Parish Council.

(vii) Money Market Fixed Deposit Account - Money set aside for the purchase of land to extend the current cemetery, currently in a Money Market fixed deposit account with the HSBC bank, was due to mature on 15 July 19. Members were informed that the bank required an instruction as to re-investment. The Clerk sought members' approval for the money to be reinvested at a rate of 0.61%. The previous rate was 0.76%.

It was agreed that the Clerk be authorised to reinvest the money for a period of 12 months in a Money Market fixed rate Account subject to there being no penalty for early withdrawal.

(viii) Insurance Policy – Authority was sought by the Clerk to make a payment of £1,064.08 for the annual renewal of the Parish Council's insurance policy.

It was agreed (a) that the clerk be authorised to make a payment of £1,064.08 to Came and Co. for the annual renewal of the Parish Council's insurance policy and **(b)** that the annual renewal of the Parish Council's insurance policy be placed on the agenda for consideration in April 2020, in advance of the renewal being due.

(ix) Matters arising / any other business – Following a request from members that matters arising and any other business be included on future agenda, the Clerk advised that the Parish Council was required by law to publish an agenda clearly identifying the business to be considered and for this reason were not acceptable. Members were advised that updates in relation to previous matters considered by the Council requiring specific action by the Clerk, would be covered in the Clerk's report.

It was agreed that matters arising from the minutes of previous meeting requiring action by the Clerk, be covered in the Clerk's report.

7. Finance

June 2019 Payments

Less expenditure to be authorised:

Staffing costs	1,344.76
----------------	----------

Receipts

Cemetery fees	540.00
---------------	--------

July 2019 Payments

P. Coates	1050.00
-----------	---------

Came & Co

(Annual insurance)	1064.08
--------------------	---------

P. Coates

(Churchyard)	870.00
--------------	--------

B. Sherwood

(Cemetery)	725.00
------------	--------

Salary & expenses	211.25
-------------------	--------

Travel	20.00
--------	-------

Postage	7.32
---------	------

Gilberdyke WM Hall

(NGYP sessions)	330.00
-----------------	--------

Gilberdyke WM Hall

(NGYP committee Meetings)	22.00
---------------------------	-------

Newport News

(Newspapers)	149.45
--------------	--------

Total	5,793.86
-------	----------

It was **agreed** that staff salaries/expenses and accounts presented at the meeting be authorised.

8. Proposed website development

Members were advised that the Clerk had sought quotations from five companies for the development of a website on behalf of the Parish Council, of which four companies had responded.

The Clerk presented information on potential options for website content and costs which were duly considered by members. The Clerk also highlighted problems linked to out of date IT equipment and software. The potential use of a projector to display planning applications was also given consideration by members.

It was agreed (a) that the contract for setting up a web site be awarded to Zizi Design, (b) that delegated authority be granted to the Clerk to draft the web pages during summer recess in liaison with the Chair, (c) that, subject to quotations being obtained and authorised by the Chair, the Parish Council approve a sum of £1,000 maximum for the purchase of IT equipment and software, (d) that statutory pages be included on the web site to contain agenda, minutes, the municipal diary, standing orders, policy documents, inventory and the members' register of interests; with additional pages to contain local information, photographic images of Newport, historical information and a page specifically relating to the Burial Committee, Burial Clerk contact details and charges and (d) that members forward photographs of village scenes and historical information to the Clerk for inclusion.

9. Traffic working party

In response to a question from Councillor Graham Bate, Councillor John Etherington confirmed that the poor condition of the road surface in Canal Side East had been brought to the attention of ERYC officers during the annual village walk around and included on the action plan previously circulated to members by the Clerk.

(i) **Parking Restrictions** - Councillor Etherington outlined a plan of parking restrictions recently implemented by ERYC. Following consideration of the plan by members, it was **agreed** that the Parish Council accept the scheme.

(ii) **Meadow Lane Junction** - Councillor Etherington advised that a plan of the Meadow Lane junction would be submitted to ERYC for realignment of the give way line, repainting of road markings and removal of the turning lane in the west direction.

It was **agreed** that in relation to minutes 9(i) and (ii), that the Clerk take appropriate follow up action.

(iii) **Humberside Police Community Speed Watch** – Councillor Etherington advised that a minimum of six volunteers would be required in order for an initiative to go ahead. Full training would be given to volunteers by Humberside Police, prior to any future scheme becoming active. It was **agreed** that expressions of interest be submitted to Councillor Etherington in the first instance.

10. Canal side east grassed area

Members' discussed the grassed area on Canal Side East adjacent to the cottages on the junction of Main Road, which had recently been used for the parking of vehicles by local residents. This had churned the grass up and looked untidy. It was **agreed** that the Clerk contact Jim McGivern to determine whether the land is owned by ERYC and, if so, that a request be made for the installation of no parking signs.

11. Councillors' reports

(i) **Meadow Court / Nettle Hill** – Councillor Pettit queried ownership of the green area on the left side of the road on the entry to the development. Local residents believed that this area had been adopted by ERYC however no maintenance had been carried out since handover by the developer. It was **agreed** that the Clerk contact Jim McGivern at ERYC to determine ownership of the land.

(ii) **Dyke adjacent to motorway bridge** – Councillor Etherington expressed concern in relation to the condition of the dyke adjacent to the motorway bridge which had become excessively overgrown creating a potential flood risk. It was **agreed** that Councillor Etherington accompany the Clerk on the monthly walk around to clearly identify the location of the dyke prior to the Clerk making further enquiries in relation to ownership and responsibility for clearing the area.

(iii) **Hidden Garden adjacent to Meadow Lane** - Councillor Etherington explained that he had been contacted by a resident in relation to alleged damage to his property caused by tree roots. It was agreed that Councillor Etherington accompany the Clerk on the monthly walk around to identify the trees prior to the Clerk requesting a visit by the Arboriculture Officer ERYC.

Councillors Richard Bate and Paul Pettit gave their apologies for the meeting due to take place on Tuesday 13 August 2019 and the Clerk advised that there would be an insufficient quorum for the meeting to take place.

Date and time of next meeting Tuesday 10 September 2019 at 7.00pm.

The meeting ended at 9.15pm