

**Minutes of the meeting of Newport Parish Council held on 12 November 2019
at the Village Hall, Newport.**

1. **Apologies** - Apologies for absence were received from Councillor Lamming and Councillor Pettit.
2. **Declaration of interests** – None received.
3. **Minutes** – The minutes of the ordinary meeting held on 8 October 2019 were approved as a correct record. Moved by Councillor Hills and seconded by Councillor R Bate.

4. **Public Forum**

A member of the public queried whether the Parish Council had been consulted by ERYC Planning Department in relation to a recent application by the owners of the Gilberdyke landfill site to bring top soil onto the site for the purpose of carrying out treatment works. Concerns were highlighted in relation to the amount of top soil that would be required to carry out the works, the route to the site being through Newport and the potential impact upon local residents.

Councillor Etherington advised that the Parish Council had not received correspondence in relation to the matter and asked that the Clerk send an enquiry to ERYC.

If necessary, the Chairman would write to the MP to highlight concerns regarding access being through Newport, lack of communication or progress reports since the closure license issued in 2011, the environmental impact upon local residents of noise, traffic fumes, damage to road infrastructure, hours of operation and odors.

The member of the public also raised concern in relation to the level of the Market Weighton Canal, stating that for several years local drainage systems had not been kept clear and there had been no enforcement by the Environment Agency. Leachate ponds had recently overflowed into farm land.

Councillor Etherington advised that this matter would be added to the monthly village walk around by the Chairman and the Clerk.

Victoria Aitken, Ward Councillor for Howdenshire, presented a report on proposals by the Environment Agency to carry out piling work on the Market Weighton Canal to address issues of bank slippage and movement. It was noted that funding had been secured and work would be carried out on behalf of the Environment Agency by the Drainage Board. A public meeting would be held on a date to be confirmed, to keep local residents informed. In response to a question from Councillor G Bate, Councillor Aitken confirmed that a tree survey had been undertaken.

Cllr Aitken was thanked for her report and attendance at the meeting.

5. **(a) Notification from ERYC of planning application withdrawn**

Erection of three dwellings and access Location: Land South of St Stephens House, 2 Main Road, Newport, East Riding of Yorkshire, HU15 2PP.

(b) Notifications of decisions received

Change of use of pasture land to use for the storage of caravans with erection of security fence, access gates and lighting/CCTV columns at Saltmarshe Grange, Wallingfen Lane, Newport, East Riding of Yorkshire, HU15 1RF.

After taking all relevant issues into consideration, the Council had resolved to grant planning permission subject to conditions.

Construction of a hardcore area for use as a lorry park including access road, associated portable office, fueling station, surface water interceptor, potting of a dyke and construction of a surface water storage pond Location at land south west of Wintergreen UK Limited Warehouse, Dianthus House, Common Lane, North Cave, East Riding Of Yorkshire, HU15 2FT.

After taking all relevant issues into consideration, the Council had resolved to grant planning permission subject to conditions

6. Clerk's report including updates on the minutes.

Matters arising

i) Repairs to timber fencing adjacent to the concrete bridge on Landing Lane had been completed.

ii) Planters located on the canal bridge had been emptied and contents replaced with new peat, bulbs and plants.

iii) ERYC had notified the Clerk that the Authority could not consider modifications at the Meadow Lane junction requested by the Parish Council, as it was considered that the removal of the right turn lane would create a danger for standing vehicles. It was therefore not possible to move the give way line forward at the top of Meadow Lane. The decision by ERYC had been taken on the basis that there had been no recorded injury collisions in the preceding three years.

iv) In relation to the proposed implementation of parking restrictions on Main Road, ERYC had advised that the matter would be put onto the Forward Programme to be considered for funding in the 2020/2021 budget.

v) Confirmation had been received from ERYC that work was scheduled to take place during November to install dropped curbs at the junction of Old Thimblehall Lane. A further two locations, Hopwood Lane and the junction of Thimblehall Lane and Landing Lane, had been added to the schedule of work to be completed before the end of the financial year.

vi) Repairs to pot holes in Hopwood Lane had been completed by ERYC. It was noted, upon the advice of ERYC, that the track running from the bottom of Hopwood Lane to Canal Side East, adjacent to the motorway, had not been adopted or was a public right of way. The land was therefore privately owned and repairs to pot holes not the responsibility of the County Council.

vii) A large section of hedge that had overgrown and blocked the footpath in Thimblehall Lane had been cut back following intervention by ERYC.

viii) The Clerk had contacted ERYC to ascertain the proposed location of the new bin at The Jolly Sailor. A response from Environmental Services was awaited.

ix) The Clerk had secured a place on the Induction Training for Clerks to be run by ERNLLCA on 19 November.

x) Website development work remained in progress.

xi) ERYC had written to request assistance with the annual estimate of those sleeping rough within the ERY on the evening of Tuesday 19 November into the morning of Wednesday 20 November. Information gathered would form part of a national picture for the Government on the incidence of rough sleeping. Members were asked to notify the Clerk accordingly, to facilitate completion of the survey.

The Clerk's report was received and noted.

7. a) Finance (October 2019)

Income – Nil

Expenditure

Staff salaries (October) £1,844.89

Clerk's Expenses £20.00 (printer cartridge and top up for Parish Council mobile phone)

B. Sherwood (Invoice no. 38) £300.00

P. Coates (Invoice no. 42 – roads) £378.00

P. Coates (Invoice no. 43 – grass) £236.00

P. Coates (Invoice no. 44 – brickyard) £126.00

P. Coates (Invoice no. 45 – grass) £80.00

P. Coates (Invoice no. 46 – burial ground) £280.00

ROSPA Play Safety Ltd (inspections of play areas x 2) £181.20

East Riding of Yorkshire Council Supplies (cash boxes x 4 + receipt books x 4) £29.76

East Riding of Yorkshire Council Pest Control (visit to play area on Main Road in Newport, to treat a wasp's nest beneath play equipment) £47.00

Invoice from the Memorial Hall at Gilbertite (Newport and Gilberdyke Youth Project hall hire for 7 sessions at £33.00 each) £231.00

Total expenditure during October 2019 = £3,753.85

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

b) External Auditor Report and Certificate 2018/19 received and noted.

8. Staffing levels/overtime payments

It was **agreed** that due to the Clerk's current work load overtime to a maximum of 35% per calendar month be authorised.

Proposed by Councillor Hills and seconded by Councillor Bate.

9. Revised Financial Regulations 2019

It was **agreed** that the revised Financial Regulations 2019 be adopted subject to a limit of £500 being set in relation to 4.1, budgetary control and authority to spend.

Proposed by Councillor G Bate and seconded by Councillor R Bate.

Copy to be circulated to all members by the Clerk.

10. Grant Applications

It was **agreed** that a maximum of £100.00 be donated by Newport Parish Council to the Friends of Newport Primary School to purchase refreshments for the Christmas Carol Concert and Art Exhibition. Receipts are to be forwarded to the Clerk/RFO prior to a payment being made.

Proposed by Councillor G Bate and seconded by Councillor Etherington.

11. Community Emergency Plan

It was **agreed** that the draft plan be adopted and a copy forwarded to the ERYC Emergency Planning Team.

Proposed by Councillor Etherington and seconded by Councillor Hills.

12. Playground Inspection Reports

It was agreed that inspection reports be forwarded for review to Councillor G Bate and Councillor R Bate and placed upon the January agenda for consideration of actions.

13. Christmas newsletter and Festival of Lights

It was **agreed** that the draft Christmas newsletter be approved for printing to a maximum budget of £500.00.

The delivery and installation of Christmas trees at Canal Side East and Meadow Lane had been provisionally booked for 11 December, with lights switched off for the period Sunday 15 December to Thursday 2 January. The necessary permits had been obtained by the Clerk from ERYC and information submitted to Northern Power Grid for a recharge of electricity costs. Emergency contacts for Christmas lighting were confirmed to be Councillors Etherington, G Bate, Hills and Lamming.

It was **agreed** that the Clerk confirms the order with Lodge Landscapes to a maximum budget of £500.00.

Proposed by Councillor G Bate and seconded by Councillor Hills.

14. Review of members' allowances

It was agreed (a) that no payments be made to members other than expenses for attendance at training or other agreed events, to be supported by receipts as necessary and (b) that the Clerk/RFO provides members with a copy of the appropriate claim form for future use.

Proposed by Councillor G Bate and seconded by Councillor Hills.

15. Councillors' reports

Councillor R Bate highlighted areas that had been affected by recent heavy rainfall leading to flooding. Councillor Bate requested that Flood Warden arrangements be placed on the next agenda.

Councillor R Bate stated that fencing on Thimblehall Lane adjacent to the wood required replacing. Councillor Etherington indicated that the area would be checked on the monthly village walk around.

Councillor R Bate informed members that the westbound speed camera had been set too low.

Councillor G Bate requested that a protocol for the public forum be developed by the Clerk and placed on a future agenda for adoption by the Parish Council.

Councillor R Gate highlighted issues around the publication of Parish Council agenda. In response, the Chairman confirmed that the Clerk had published all agenda with three days clear notice legally required, displayed on the Parish Council's notice board at Londis.

Members' requested that Ward Councillor reports be added as a standard agenda item in the future.

The meeting ended at 9.25pm

Date and time of next meeting Tuesday 10 December 2019, preceded by defibrillator training at 6pm.