

AIRMYN PARISH COUNCIL

Chairman: To Be Appointed

Venue: Airmyn Memorial Hall
Woodland Way
Airmyn DN14 8LY

Date/Time: 21 Sept 2022 / 7pm

E-Mail Address: airmynpc@gmail.com

AGENDA

Item	Title	Action
1	Welcome, introductions and apologies for absence	Clerk
2	Thank you to outgoing East Riding of Yorkshire Council members Councillors Fox and Sergeantson to Airmyn Parish Council for their services until 1 September 2022 and to outgoing Councillors Hayward, Scott and Hewitt	Clerk
3	Welcome to incoming Councillors – StJohn Meyers, David Waud, Fran Stones, Ruth Lowe and Carl Goddard. 2x councillor vacancies still exist and continue to be advertised	Clerk
4	One minute silence in remembrance of Her Majesty Queen Elizabeth II who sadly passed away on 8 September 2022	All
5	To appoint a Chairman for the Municipal Year 2022-23	All
6	To appoint a Vice-Chairman for the Municipal Year 2022-23	All
7	Declarations of Disclosable Pecuniary Interests and Personal or Personal and Prejudicial Interests	All
8	To approve the minutes of the last meeting of the Parish Council held on 8 June 2022 as a correct record and authorise the chairman to sign	All
9	To approve the minutes of the extra ordinary meeting held on 17 August 2022 as a correct record and authorise the chairman to sign	All

East Riding of Yorkshire Councillors Ward Member Report

10	Councillors Fox and Sergeantson to update the Parish Council	Ward Councillors
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Resident Participation Time

11	At the Chairman's discretion, residents of Airmyn may ask questions of or make statements to the Council for a maximum time of 15 minutes. Questions not answered at the meeting will be answered in writing to the resident(s) and may be included as an agenda item at the next appropriate Parish Council meeting.	Chairman / Clerk
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Agenda Items Closed Since the Last Meeting

12	<p>The Clerk advised the Parish Council of the following items that had been closed/resolved since the last meeting:</p> <ul style="list-style-type: none"> (i) Minute 78/2122 – Airmyn Garage Demolition – Clerk has advised East Riding of Yorkshire Council (and requested land owner / developer be informed) of (1) that the Parish Council own the land to the left of the site, (2) to remove outdated signage and (3) to ensure the area is kept safe and tidy. (ii) Minute 37/2122 – Volunteer request for contribution towards parish grass cutting machinery repair – works completed, invoice paid. (iii) Minute 112/2122 – Airmyn Parish Watercourses – Clerk has received information from Drainage Board, which requested that the Parish Council inform riparian owners' that it is their responsibility to maintain their watercourses (via social media and Airmyn News) - actioned. (iv) Minute 74/2122 – Trees Adjacent to Memorial Hall Car Park – Clerk has reminded landowner of responsibilities to manage and maintain trees and fencing. (v) Minute 123/2122 – Riverbank Seats – Clerk requested via social media for owners of benches along the riverbank carry out maintenance works. (vi) Minute 124/2122 – East Riding of Yorkshire Council Grass Cutting – Clerk thanked ERYC in writing for works undertaken voluntarily on double hedge at St 	Closed
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	<p>David's view.</p> <p>(vii) Minute 125/2122 – Volunteer Works – Clerk thanked Mr Stead and his team for their works in clearing the rubbish around the Memorial Hall.</p> <p>(viii) Minute 126/2122 – Outlook 'Out of Office' Facility – Clerk is setting the facility as appropriate.</p> <p>(ix) Minute 127/2122 – Grass Cutting Schedules – Necessary keys have been provided to the contractor and Cllr Meyers has offered to monitor works.</p> <p>(x) Minute 113/2122 – Annual Governance and Accountability Return. Discussed and agreed at the extraordinary meeting held on 17/8/22. Accounts submitted to external auditor by Clerk on 18/8/22.</p> <p>(xi) Minute 128/2122 - Residents (Grass Cutting) – All residents have received a response and directed to minute item 115/2122.</p> <p>Matters Arising & Closed Since the last meeting</p> <p>(xii) Office Shredder – Clerk request to purchase new shredder to replace broken one. Approved via email. Purchased, received, invoiced and paid.</p> <p>(xiii) Defib Software Upgrade (unit located at Old Vicarage Nursing Home) – upgrade completed and unit back in situ.</p>	
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Ongoing Items

13	Minute 107/2122 – HSBC Debit Card	All
14	Minute 1/2121(a) – Memorial Garden Funding	Cllr Jackson
15	Minute 1/2122(a) – Memorial Garden Bench Plaque	Clerk
16	Minute 76b/21 – Airmyn Clocktower Railings Replacement	Cllr Jackson
17	Minute 37/2122 – Volunteer request for contribution towards parish grass cutting machinery repair	Cllr Jackson
18	Minute 116/2122 – Resident Request for Memorial Bench	All

19	Minute 120/2122 – Resident Second Memorial Bench	Clerk
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Planning

20	22/02703/CM – Installation of de-watering volute press within a container with associated works. Location: Waste Water Treatment Works, Boothferry Road, Airmyn	All
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New Items

21	Volunteer Agreement	Cllr Nundy
22	Photocopier toner – replacements required	Clerk
23	Co-option of Parish Councillor Policy	Cllr Nundy
24	Fortnightly Playground Inspection	Cllr Nundy
25	Annual Playground Inspection (£180 approx) – due Oct	Clerk
26	Microsoft 365 Annual Renewal (£60 approx) – due 12 Sep	Clerk
27	McAfee Annual Renewal (£65 approx) – due 15 Sep	Clerk
28	Asset Register	All
29	Appointments to Committees	Cllr Nundy
30	Festive Lighting – to confirm switch on/off dates	Clerk
31	Parish Christmas Tree Order (£40 approx) – Order Oct	Clerk
32	Tree Planting Project	Cllr Lowe
33	Land at The Crossings	Cllr Waud
34	Playing Field Goal Posts Security	Cllr Nundy

New Items Submitted by Local Residents

35	Replace damaged green bin in Play Area (£180 approx)	Clerk
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Finance

36	To approve the bank reconciliation from date of last monthly meeting to 5 September 2022	Clerk
37	Payments: To approve the payments before next meeting: (including all Direct Debits/Standing Orders in addition to bank transfers)	Clerk

Payee	Detail	Cost
Vodafone	Telephone, broadband & mobile	£32.59
Clerk	Wages – August 2022 (approved & paid 6/9/22)	£470.73
CountryWide	Grass Cutting – August 2022 – Village & Riverbank	£270.00
CountryWide	Grass Cutting – August 2022 – Memorial Hall & Grounds	£486.00
Grenke	Printer/Copier Quarterly Lease (1/7/22-30/9/22)	£117.18
Came & Co	Annual Insurance Renewal (approx.) due 01/10/22 (based on 2021-22 cost)	£1,508.49
ERYC	Parish & Clocktower Lighting	£917.39
Arcade Electrics	Memorial Bench Plaque (full cost covered by Memorial Garden Grant)	£35.00
Skip Busters	Skip Hire (4/5/22) – outstanding amount owed (due to incorrect invoice received). (Full cost covered by Memorial Garden Grant)	£216.00
	Total	£4,053.38

Exempt Matters – Employment and Staffing

Under the Public Bodies (Admission to Meetings) Act 1960 it is advisable in the public interest that the press and public be excluded and they be advised to withdraw in view of the confidential nature of the business on staffing about to be transacted.

38	Clerk Annual Review	
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