

Contact: The Clerk to Airmyn Parish Council  
Direct Dial: 01405 947117  
E-mail: [clerk@airmynpc.org.uk](mailto:clerk@airmynpc.org.uk)  
Web address: [www.airmynparishcouncil.org.uk](http://www.airmynparishcouncil.org.uk)  
Date: 6 February 2025



Airmyn Parish Council  
Airmyn Memorial Hall  
Woodland Way  
Airmyn DN14 8LY

Dear Councillor,

## **NOTICE OF MEETING**

You are hereby summoned to attend the Airmyn Parish Council Meeting:

WEDNESDAY 15 JANUARY 2025

at AIRMYN MEMORIAL HALL, WOODLAND WAY, AIRMYN, DN14 8LY

commencing at 7.00 pm

The agenda for the meeting is attached.

Yours sincerely

A handwritten signature in black ink, appearing to be 'B. B. B.', is written over a horizontal line.

The Clerk to Airmyn Parish Council

# AIRMYN PARISH COUNCIL

12 February 2025

Chair: Councillor M Nundy

Venue: Airmyn Memorial Hall,  
Woodland Way, Airmyn

Time: 7.00pm

E-Mail Address: [airmynpc@org.uk](mailto:airmynpc@org.uk)

## AGENDA

1. Welcome, introductions and apologies for absence.
2. Declarations of Disclosable Pecuniary Interests and/or Personal and Prejudicial Interests.
3. To approve the minutes of the last meeting of the Parish Council held on 15 January 2025.
4. Resident Participaton Time: At the Chair's discretion, resident 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 writin gto the residents(s) and may be included as an agenda item at the next appropriate Parish Council meeting.
5. To receive an update on the flood incident - 5 and 6 January 2025 .
6. To consider any amendments required to the Human Resources Policies agreed in principle at the last meeting.
  - a) Anti-Bullying and Harassment Policy;
  - b) Data Protection and Privacy Policy;
  - c) Disciplinary Policy;
  - d) Drugs and Alcohol Policy;
  - e) Email and Internet Usage Policy;
  - f) Equality and Diversity Policy;
  - g) Flexible Working Policy;
  - h) Grievance Policy;
  - i) Home Working Policy;
  - j) Lone Working Policy;
  - k) Maternity Leave and Pay Policy;
  - l) Paternity Leave and Pay Policy;
  - m) Performance Improvement Policy and Procedure;
  - n) Sickness Absence Policy;
  - o) Social Media Policy;
  - p) Whistleblowing Policy.

7. Planning to consider the following Planning Applications received:

a) 24/03600/STPLFE - Erection of Tissue Paper Processing Mill on land Soth East of North Airmym Grange, Rawcliffe Road, Airmyn, DN14 8JS;

b) 24/03491/REM - Siting of 46 self storage containers following outline planning permission 24/00212/OUT, as part of Plot 3 Delta Enterprise Park, Rawcliffe Road, Airmyn DN14 8JZ.

8. Playarea:

a) To receive the monthly audit report;

b) To consider the quote to repair the trampoline.

9. Payments: To approve the following payments due before the next meeting plus clerk salary and monthly direct debits:

| Payee                   | Invoice No | Detail  | Cost    |
|-------------------------|------------|---|---------|
| ERNLLCA                 | 1902       | Training course Being a Good Cllr Parts 1,2,3 | 18.00   |
| HAD-COPY Limited        | 158198     | Photocopier Charges                           | 114.66  |
| Starboard Systems Ltd   | Inv-8722   | Scribe subscription (Direct Debit)            | 14.40   |
| Minster Leasing Limited | 706        | Photocopier Lease Costs                       | 126.00  |
| HAD-COPY Limited        | 158371     | Photocopier Charges                           | 97.50   |
| Andy Jackson            | 01APC      | Grant Funding Co-ordinator                    | 450.00  |
| Gallagher               | 537224529  | Insurance                                     | 1233.54 |

Confidential items - Not for Public

10. Parish Clerk.



Yvonne Bellwood

Temporary Parish Clerk

Airmyn Parish Council

**AIRMYN PARISH COUNCIL  
15 JANUARY 2025 AT 7PM  
AIRMYN MEMORIAL HALL**

**PRESENT:** - Councillors M Nundy (Chair), F Stones (Vice Chair), P Batten, C Goddard, R Lowe, H Matthews, B Rodger and K Staward.

A Hirst (Parish Clerk) was also in attendance.

Seven members of the public were also in attendance.

**212/2024 WELCOME AND INTRODUCTIONS**

The Chair welcomed everyone to the meeting and wished all those in attendance a Happy New Year (**Closed**).

**213/2024 DECLARATIONS OF INTEREST**

None were received. (**Closed**)

**214/2024 MINUTES OF THE MEETINGS HELD ON 13 NOVEMBER 2024 AND 11 DECEMBER 2024 - Resolved** – (a) That the proceedings of the monthly meeting of Airmyn Parish Council, held on 13 November 2024 be amended to incorporate the agreed changes, and (b) that the proceedings of the monthly meeting of Airmyn Parish Council, held on 11 December 2024 be agreed as a true record and be signed by the Chair. (**Closed**)

**Resident Participation Time**

**215/2024 RESIDENT PARTICIPATION TIME** – The Chair invited the members of the public in attendance to address the council. Those in attendance respectfully requested that they be allowed to address the council as part of its consideration of minute 216/2024 titled ‘flood incident – 5 and 6 January 2025’.

**Resolved** – That standing orders be suspended in order that the members of the public in attendance could contribute to the discussion on minute 216/2024.

**Matters to Discuss**

**216/2024 FLOOD INCIDENT – 5 AND 6 JANUARY 2025** – The Chair invited the members of the public in attendance to address the council. Several residents spoke passionately about the recent flood incident that occurred on 5/6 January, and the impact it had had on their property. The residents also eloquently shared their concerns that similar incidents may happen in the future if the village water removal infrastructure is not resolved. Particular concern was expressed about the capacity and reliability of the Yorkshire Water pumping station, as well as the ownership, management and capacity of the various ditches, dykes and watercourses in and around the village. The Chair then facilitated a discussion between the council and local residents on the remedial measures that could be implemented to minimise the likelihood of and property or land being flooded in the future. **Resolved** – (a) That the Clerk contact Yorkshire Water and respectfully request sight of their investigation findings following the flood incident in the village on 5/6 January 2025; (b) That following the receipt of the report, the Clerk invite representatives of Yorkshire Water to attend a parish council

meeting to discuss the incident; (c) That the Clerk contact East Riding of Yorkshire Council Chief Executive, respectfully requesting that a drainage engineer attend the village and meet councillors to explore the areas of concern in the parish; (d) That the Clerk write to all parish landowners who have responsibility for the management and maintenance of a water course to inspect their land as a matter of urgency and implement immediate measures should it be necessary to rectify any accessibility issues; (e) That the Clerk write to the Environment Agency, respectfully requesting that they inspect the visible 'sandbanks' in the River Aire to ensure they were not affecting the capacity of the river; (f) That the Clerk utilise the council's social media channels to inform residents of the respective emergency contact numbers for Yorkshire Water, and (g) That the Clerk

217/2024 **PRECEPT** - Further to Minute 210/2024, the Clerk presented to the council the amended budget calculations for the financial year 2025-26 which were requested following the adjourned meeting held on 11 December 2024. Council reviewed each budget line in turn and considered the projected spend against the priorities for the parish.

The council had again experienced an increase in the costs associated with employing the Parish Clerk, as well as making additional resources available to employ a Caretaker. Insurance costs continued to increase as well as the cost of things like utilities, office supplies and fuel.

The council had proactively looked at ways it could reduce its expenditure or generate income. The partnership between the Probation Service and the council should hopefully see a substantial reduction in the cost of managing and maintaining our green spaces. The same partnership should also see our valuable volunteers at St David's Church receive additional support with maintaining the church yard. The Events Team had a hugely successful year. Not only did they plan and implement several community events that were enjoyed by hundreds of people, but the volunteers also managed to generate over £600 in income for the council. This was on top of the money that was also distributed to Airmyn Park Primary School and other charity or voluntary groups.

There may also be an opportunity for the council to generate income by agreeing a lease with a new tenant who will operate from, as well as manage and maintain the former Airmyn Bowls Club site.

The council reluctantly agreed to a reduction in the number of editions of the Airmyn News produced each year, as well as the document in future being printed in black and white instead of colour. However, each edition of the Airmyn News would be available on the council's website in colour, where it could be read online or downloaded and printed in colour.

Through prudent financial management, the council continued to maintain very healthy level of reserves. Some of which would be used to improve the availability and accessibility of parish council information, as well as modernising the IT software the Clerk had access to.

Following a lengthy discussion, the council was able to set a balanced budget, thus allowing it to unanimously agree that the parish precept be

frozen for the financial year 2025-26. This would mean that Airmyn residents won't pay anymore for its services than it did during the financial year 2024-25.

218/2024 **AIRMYN PARISH COUNCIL POLICIES AND PROCEDURES** - The parish council considered the following Human Resources policies and procedures –

- Anti-Bullying and Harassment Policy
- Data Protection and Privacy Policy
- Disciplinary Policy
- Drugs and Alcohol Policy
- Email and Internet Usage Policy
- Equality and Diversity Policy
- Flexible Working Policy
- Grievance Policy
- Home Working Policy
- Lone Working Policy
- Maternity Leave and Pay Policy
- Paternity Leave and Pay Policy
- Performance Improvement Policy and Procedure
- Sickness Absence Policy
- Social Media Policy
- Whistleblowing Policy

The Chair facilitated a discussion on the policies, with councillors commenting on each policy in term.

**Resolved** – (a) That all the HR policies listed above be agreed in principle, and(b) that councillors consider any amendments to the policies, for consideration at the next meeting.

**Date of Next Meeting: 12th February 2025 at 7pm**

The Chair thanked everyone for their attendance and closed the meeting at 9.45pm.





Airmyn PC <airmynpc@gmail.com>

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## Riparian Watercourses

1 message

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**Craig Benson** <Craig.Benson@shiregroup-idbs.gov.uk>  
To: Airmyn PC <airmynpc@gmail.com>

5 February 2025 at 15:07

Good Afternoon, Matt

Many thanks for your attendance at the G&A IDB meeting yesterday along with Carl and Matthew.

Members thank you for the information delivered which was discussed further after you left.

Members have agreed to arrange for their maintenance contractor to price up carrying out works to those affected watercourses.

Once we have received the quotation, I will be in touch to discuss our options.

Kind regards,

**For and on behalf of the Shire Group of Internal Drainage Boards,**

**Craig Benson BA**

***Clerk to the Board***

*Shire Group of IDBs, Epsom House, Chase Park, Redhouse Interchange, Doncaster DN6 7SE*

*Office Tel, 01302 337798*

*DD 01302 987010*

**JBA Consulting, Epsom House, Chase Park, Redhouse Interchange, Doncaster, South Yorkshire, DN6 7FE. Telephone: +441302 337798**

**WEM Framework Suppliers 2013-2019 and the Shire Group of IDBs is a member of the JBA group of companies.**

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[www.shiregroup-idbs.gov.uk](http://www.shiregroup-idbs.gov.uk)







# EAST RIDING

OF YORKSHIRE COUNCIL

County Hall, Beverley, East Riding Of Yorkshire, HU17 9BA Telephone 01482 393939

[www.eastriding.gov.uk](http://www.eastriding.gov.uk)

Stephen Hunt Director of Planning and Development Management

Airmyn Parish Council  
Airmyn Memorial Hall  
Woodland Way  
Airmyn  
Goole  
DN14 8LY

Date: 6 February 2025  
Our ref: 24/03491/REM  
Case Officer: Mr Gareth Jones  
E-mail: [planning@eastriding.gov.uk](mailto:planning@eastriding.gov.uk)  
Parish Area: Airmyn Parish Council  
Grid Ref: 471253424071

Dear Airmyn Parish Council

..... TOWN & COUNTRY PLANNING ACT 1990

|                   |   |
|-------------------|---|
| Proposal:         | Siting of 46 self-storage containers (B8 storage) (Phase 1) following outline planning permission 24/00212/OUT (Landscaping to be considered) |
| Location:         | Part Of Plot 3 Delta Enterprise Park Rawcliffe Road Airmyn East Riding Of Yorkshire DN14 8JZ  |
| Applicant:        | Drax Storage Solutions Ltd  |
| Application Type: | Approval of Reserved Matters  |

Date Application received 22 November 2024

I write to inform you that a proposal was received on the 5 February 2025 for the above development. The proposal and plans can now be viewed at the address below.

<https://newplanningaccess.eastriding.gov.uk/newplanningaccess>

Consultee Access users should click on the link in the email to which this letter was attached and then click on the Login button to enter Consultee Access.

Your comments should be submitted electronically by using the 'Consultee Comment' button within Consultee Access.

Comments should be submitted as soon as possible, but no later than **27 February 2025**, or they may not be able to be taken into consideration in determining this application. If I have not received a response by this date I shall assume that you do not wish to make any comments but you should note that the application will remain in your Consultee In Tray until you respond.

For complete guidance on Consultee Access please visit our webpage How to use Consultee Access at <https://www.eastriding.gov.uk/planning-permission-and-building-control/applications-for-planning-and-building-control/view-and-comment-on-planning-applications/how-to-use-consultee-access/>

If you require any additional information or if you are unlikely to be able to respond by this date please contact my support staff.

Executive Director of Planning and Regeneration





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Stephen Hunt Director of Planning and Development Management

Airmyn Parish Council  
Airmyn Memorial Hall  
Woodland Way  
Airmyn  
Goole  
DN14 8LY

Date: 15 January 2025  
Our ref: 24/03600/STPLFE  
Case Officer: Miss Rachael Hodgson  
E-mail: [planning@eastriding.gov.uk](mailto:planning@eastriding.gov.uk)  
Parish Area: Airmyn Parish Council  
Grid Ref: 471303423797

Dear Airmyn Parish Council

TOWN & COUNTRY PLANNING ACT 1990

|                   |   |
|-------------------|---|
| Proposal:         | Erection of Tissue Paper Processing Mill (Use Class B2), with ancillary office space (Use Class E(g)(i) and associated infrastructure, car parking, service areas and HGV parking; construction of earthworks including development platforms and bunds, flood attenuation ponds and installation of below ground water abstraction and discharge pipework, construction of headwalls, water treatment plant, substations, pumping stations for outfall and intake to/from River Aire and landscaping |
| Location:         | Land South East Of North Airmyn Grange Rawcliffe Road Airmyn East Riding Of Yorkshire DN14 8JS  |
| Applicant:        | Metsa Tissue Ltd And Wykeland Group   |
| Application Type: | Strategic - Full Planning with EIA  |

Date Application received 5 December 2024

I write to inform you that a proposal was received on the 14 January 2025 for the above development. The proposal and plans can now be viewed at the address below. This application is accompanied by an Environmental Impact Assessment.

<https://newplanningaccess.eastriding.gov.uk/newplanningaccess>

Consultee Access users should click on the link in the email to which this letter was attached and then click on the Login button to enter Consultee Access.

Your comments should be submitted electronically by using the 'Consultee Comment' button within Consultee Access.

Comments should be submitted as soon as possible, but no later than **14 February 2025**, or they may not be able to be taken into consideration in determining this application. If I have not received a response by this date I shall assume that you do not wish to make any comments but you should note that the application will remain in your Consultee In Tray until you respond.

For complete guidance on Consultee Access please visit our webpage How to use Consultee Access at <https://www.eastriding.gov.uk/planning-permission-and-building-control/applications-for-planning-and-building-control/view-and-comment-on-planning-applications/how-to-use-consultee-access/>

Executive Director of Planning and Regeneration



## Airmyn Village Hall. Playground Inspection Report

| Equip<br>.Nr | Equipment                    | Equipment<br>OK Y/N | Comments, Action Taken, Further Action Required                          | Date Item<br>Reported/Repair |
|--------------|------------------------------|---------------------|--|------------------------------|
| 1            | Large Swing                  | Y                   |  |                              |
| 2            | Noughts and Crosses<br>Board | Y                   |  |                              |
| 3            | Spinning Pole                | Y                   | Surfacing around the spinning pole is eroded with grass mat exposed.     | 24.11.22                     |
| 4            | Toddler Multi-play<br>Unit   | Y                   |  |                              |
| 5            | Infant Swing                 | Y                   |  |                              |
| 6            | Climbing Wall                | Y                   |  |                              |
| 7            | Swinging Traverse            | Y                   |  |                              |
| 8            | Rope Tunnel                  | Y                   |  |                              |
| 9            | Wobble Bridge                | Y                   |  |                              |
| 10           | Stepping Stones              | Y                   |  |                              |
| 11           | Inclined Twine               | Y                   |  |                              |
| 12           | 4-way Rocker                 | Y                   | There is rust on the springs and the surfacing is exposed, grass eroded. | 24.11.22                     |

|  |   |                     |   |          |
|--|---|---------------------|---|----------|
| 13                                       | Seesaw  | Y                   |   |          |
| 14                                       | Rotating Swing  | Y                   |   |          |
| 15                                       | Trampoline  | Y                   | Surfacing around trampoline edge is uneven.     | 24.11.22 |
| 16                                       | Small Slide   | Y                   |   |          |
| Equip<br>. Nr                            | Equipment   | Equipment<br>OK Y/N | Comments, Action Taken, Further Action Required |          |
| 17                                       | Large Slide   | Y                   |   |          |
| 18                                       | Talk Tubes  | Y                   |   |          |
| 19                                       | Multi Games Unit                                      | Y                   |   |          |
| 20                                       | Wood Hut  | Y                   |   |          |
|  | Fences, Gates,<br>Benches, Tables, Bins,<br>Signs etc | Y                   |   |          |
|  | Overall site condition<br>and general                 |                     |   |          |
| Checks carried out by: Richard M Bramham |   |                     | Date: 05.02.2025                                |          |

The following checks and operational tests to be carried on the equipment:

|   |  |
|---|--|
| Main frames are safe, secure & free from damage         | Steps, ladders & ropes secure & in good condition                  |
| Seats & attachments in good condition                   | All bridge and climbing fixings in place and secure                |
| Chains, bushes & shackles are in good condition         | Trampoline springs secure and in good condition                    |
| Slide and other surfaces in good condition              | Safer surfacing on each piece of equipment is in good condition    |
| Fixtures, fittings and fixing caps in position & secure | Is there any signs of excessive wear on the grass surfaces         |
| Equipment free of protrusions & sharp edges             | Is the site clear of litter, glass & dangerous objects             |
| All moving parts working freely                         | Are fences, gates, benches, picnic tables & bins in good condition |
| Bodywork, steel and paint, is in good condition         | Are all signs in good condition, clean and visible                 |





# QUOTE

Airmyn Parish Council  
 Memorial Hall  
 Woodland Way  
 Airmyn  
 GOOLE  
 North Humberside  
 DN14 8LY  
 GBR

**Date**  
 3 Feb 2025

**Expiry**  
 5 Mar 2025

**Quote Number**  
 Q20211378

**Reference**  
 Trampoline Remedial

**VAT Number**  
 314 7025 33

TEAM SPORT AND PLAY  
 LTD  
 8a Escrick Business Park  
 Escrick  
 York  
 YO19 6FD

## Trampoline Remedial Works (Phil Batten)

Remedial works to Trampoline

| Description   | Quantity | Unit Price | Amount GBP |
|---|----------|------------|------------|
| Secure working area with HERAS fencing. Assumes use of welfare and storage facilities on-site.  | 1.00     | 1,937.00   | 1,937.00   |
| Remove existing green wetpour circle and associated sub-base to licensed tip.<br>Supply and lay no-fines porous concrete to area where green circle of wetpour removed.<br>Supply and lay Black EPDM to perimeter.  |          |            |            |
| Change BLACK EPDM wetpour to:   |          |            |            |
| Green EPDM Wetpour - Add £248.00 + VAT = £2,185 + VAT   |          |            |            |
| Bonded Rubber Mulch - Add £88.00 + VAT = £2,025 VAT   |          |            |            |
| Excavate channel from trampoline pit and run pipe into drain to alleviate flooding in trampoline. Ideally we will tap into the drain cover in the car park just beyond the fence however, this lid need to be lifted to ascertain whether this is possible. No guarantee can be given for the success of the drain as flow rate is unknown. | 1.00     | 1,320.00   | 1,320.00   |
| THESE WORKS CAN ONLY BE CARRIED OUT IN CONJUNCTION WITH ABOVE DUE TO DISRUPTION TO THE EXISTING SURFACE DURING INSTALLATION OF THE DRAIN PIPE.  |          |            |            |
| Subtotal  |          |            | 3,257.00   |
| TOTAL VAT 20%   |          |            | 651.40     |
| TOTAL GBP   |          |            | 3,908.40   |

## Terms

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Quotations Valid for 30 days.

Prices based on all works being carried out at the same time – splitting items off individually will affect the overall Total.

Subject to Team Sport and Play Limited terms and conditions of sale.

Since the turn of the year, demand for building products has increased rapidly and supply chains have been unable to react sufficiently, resulting in both raw material shortages and significant escalation in prices. We are being hit with significant surcharges due to this which is affecting the actual cost to deliver a project depending on the time elapsed since quoting. All efforts will be made to deliver every project in the quoted budget, however we reserve the right to add the surcharge onto the final invoice should the price of materials have significantly increased since quoting.

Contact our Team on 01904 593 525



