

Airmyn Parish Council minutes from the meeting held at Airmyn Memorial Hall on Wednesday 9 June 2021 at 7pm

Present: Cllr Fox (Chair) and Cllrs Hayward, Hewitt, Nundy, Jackson and Scott	
In attendance: Alison Hirst, Clerk	
Also present: None	
Opening the meeting: The Chair reminded all attendees that all mobile phones should be put on silent	
Co-option of new councillors: Three vacancies currently exist. There are no interested parties	
Declarations of interest: To receive Declarations of Interest in respect of matters contained in the meeting. Cllr Fox declared a personal and non-pecuniary interest in Western Area Planning Committee and Rawcliffe, Snaith and Cowick Drainage Board	
Minutes of Previous Meeting: Cllr Fox proposed and Cllr Nundy seconded and it was resolved that the Minutes of the meeting held on 12 May 2021 be approved and signed by the Chair as a true record.	
Public Participation	
Questions not answered at the meeting will be answered in writing to the person asking the question or may appear as an agenda item for the next appropriate Parish Council meeting.	
Outstanding / Ongoing Issues	
77/21	Provision of Litter Bin at White City Layby - Clerk relayed information from contact with ERYC who advised that they have investigated the area, discussed with residents and in their opinion, there was no requirement for a litter bin at White City. Clerk to request confirmation of this in writing. Action: Clerk
80/21	Forestry works (HUW Forestry) Clerk advised all works completed 8/6/21 and final invoice received (£1400+VAT). Proposed Cllr Fox / 2 nd Scott approved invoice to be paid when due Closed
74/21	(e) Photocopier – toner received and installed. Clerk requested new photocopier be purchased as current model is discontinued and so toner/parts are very difficult to source. Clerk to research lease options. Proposed Cllr Nundy / 2 nd Cllr Hewitt Action: Clerk
14/2122	Scribe Accounting Software - Clerk attended 'demo' training and requested purchasing this accounting software as it will assist financial tracking and reduce current financial workload. It was resolved that there wouldn't be time to set this software up to assist with 2020-2021 audits so to defer to Sept meeting with a view to purchasing and setting up in good time prior to next audits Action: Defer to Sept meeting
85/21	Play Area Inspections - Latest inspection sheet not available at the meeting Action: Cllr Jackson Cllr Nundy offered to undertake training on playground inspections as emergency cover in the absence of the caretaker (holidays/sickness). Clerk provided costs for external courses. Clerk to contact Goole Town Council and request in-house course information and revert at next meeting. Action: Clerk
2/2122	Security Barrier - Clerk presented the Cllrs with quotes from two contractors for the purchase and installation of a lockable security gate at hall entrance. Await update re 76/21 below. Review at next meeting Action: Clerk
76a/21	ASB – No further incidents reported to APC. Clerk to liaise with PCSO Chandler to ascertain whether any further incidents of anti-social behaviour have been logged with the police and report as such at next meeting Action: Clerk
12/2122	Friends of Bracken Hill – Cllr Scott to liaise with Ruth Lowe and update at next meeting. Action: Cllr Scott
72/21	Untidy Land off the Crossings – Cllr Fox to follow up re water courses bordering this land. Ongoing. Action: Cllr Fox
76b/21	Airmyn Clock Tower Railings Replacement. – Cllr Fox / Cllr Jackson to meet with Planning Office and update at next meeting. Action: Cllr Fox/Jackson
78/21	Community Seat, Crossings Footpath – Plaque re-ordered. Cllr Fox to advise once received and add item to following agenda. Action: Cllr Fox – on hold

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82/21	Parish Watercourses and Environment Agency - Cllr Fox reported that still only one landowner had cleared their watercourses and requested Clerk to send details to Airmyn News for publication again. Clerk to request contact info of riparian owners from ERYC / JBA Action: Ongoing	
84/21	Airmyn Emergency Committee - Clerk to invite all to next meeting. Action: Clerk	
11/2122	Oak Tree Planting: Clerk responded to enquiry advising resident to contact the Environment Agency for riverbank Closed	
1/2122	Planting Scheme Proposals: (a) Regeneration of Woodland Area – Cllr Jackson has applied for ‘Do It for East Yorkshire’ grant for this. Awaiting decision Action : Cllr Jackson (b) Glew’s Roundabout Planting Proposal – ERYC have completed planting Closed	
9/2122	(d) Ground Investigations on Riverbank - Clerk has requested a copy of report once investigations are completed. To revisit once report received Action: On hold	
89/21	Bowls Club Lease – Clerk to invoice for period 1/8/21 – 31/7/21 Closed	
New Issues:		
18/2122	Notice of Roadworks (21/6-23/7) – published to relevant forums Closed	
19/2122	Drax – Virtual Parish Council Liaison Meeting (14/6) – Cllrs advised. No action required Closed	
20/2122	Community Speed Watch – refer to John Bilton Closed	
21/2122	Internal Audit – Clerk meeting with auditor 17/6 Action: Clerk	
22/2122	Arthritis UK – Zoom event 23/6. Cllrs advised. No action required Closed	
23/2122	Humberside Police – Say no to fraud campaign. Clerk published on website Closed	
24/2122	Securing a Ballot MP – Cllrs advised. No action required Closed	
25/2122	Landline issues – resolved Closed	
26/2122	Notice for 30mph speed limit (21/6/21 – 20/6/21). Clerk published on website/Airmyn News Closed	
Planning:		
16/2122	21/01133/PLF - 9 Beech Avenue – Erection of single storey extension to front and rear and partial conversion of garage to en-suite (retrospective) – received Cllrs emails – no objections Closed	
17/2122	21/00206/PLF – Notice of Decision (granted, with conditions) Delta Enterprise Park Rawcliffe Road – Change of use of agricultural land to car park Closed	
Financial:		
27/2122	Bank Reconciliation - Balance to be Approved and Noted as 6.6.2021 Proposed by Cllr Fox / 2 nd Cllr Nundy £ 5,603.31	
	Payments: The following accounts were authorised for payment: Proposed by Cllr Hewitt / 2 nd Cllr Hayward	
	Payee	Detail
	Clerk	Clerk Salary - includes owed holiday pay/hrs (due 6/7/21)
	Vodafone	Telephone, broadband & mobile
	HUW Forestry	Tree surgeon
	Total	
	Clerk advised that VAT Reclaim had been submitted for £3,569.68 on 11/5/21 – funds received	

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	Items Deferred / Added to next agenda
1/2122	Regeneration of Woodland Area – update - All / Cllr Jackson
74/21	(e) Photocopier – requested to research lease photocopier – Clerk
77/21	Litter Bin for White City – update - Clerk
84/21	Airmyn Emergency Committee – discuss way forward – All Cllrs
14/2122	Scribe Accounting software – on hold / deferred to Sept - Clerk
78/21	Community Seat, Crossings Footpath – on hold - Cllr Fox
85/21	Play Area Inspections – monthly inspections/training course - Cllrs Jackson/Nundy
2/2122	Security Barrier – update re requirement - Clerk
76a/21	ASB – update re logged calls - Clerk
76b/21	Airmyn Clock Tower Railings Replacement – update status - Cllr Fox/Jackson
12/2122	Friends of Bracken Hill – meeting to take place - Cllr Scott
72/21	Untidy Land off the Crossings – update status - Cllr Fox
82/21	Parish Watercourses and Environment Agency – update - Cllr Fox/Clerk
21/2122	Internal Audit – update following meeting 19/6/21 - Clerk
	PART 2
	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.
	Clerk's Contract and Job Description
91/21	Temporary contract related additional hours / holiday pay authorised for payment on 6/7/21 payroll
102/21	Permanent contract / job description discussed and finalised. Contract commencement date 1 April 2021.
Date of Next Meeting: 14 July 2021 at 7pm	

The Chair thanked everyone for their attendance and closed the meeting at 9.10pm.

Signed by The Chair, C Fox Date: