

# Airmyn Parish Council minutes from the meeting held at Airmyn Memorial Hall on Wednesday 13 April 2022 at 7pm

<b>Present:</b> Cllr Fox (Chair), Cllr Hewitt (Vice Chair) / Cllrs Hayward, Nundy, Jackson and Scott / Clerk - Alison Hirst
<b>Resident/External Attendance:</b> Transport Champion (Meryl) & N Stead
<b>Apologies:</b> None
<b>Opening the meeting:</b> The Chair reminded all attendees that all mobile phones should be put on silent
<b>Co-option of new councillors:</b> Three vacancies currently exist. Clerk has advertised vacancies
<b>Declarations of interest:</b> 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. Cllr Jackson declared a personal and non-pecuniary interest in Rusholme Windfarm.
<b>Minutes of Previous Meeting:</b> Cllr Hewitt proposed and Cllr Nundy seconded and it was resolved that, subject to slight alteration, the minutes of the meeting held on 9 March 2022 be approved and signed by the Chair as a true record

Outstanding / Ongoing Issues	
<b>79/2122</b>	<b>ERYC Bus Service</b> – Transport Champion provided a report on current bus service and advised that ERYC are unable to extend the 88 service to stop at Goole Hospital. Also advised that the current service has been increased to 4 times/day Mon-Sat. Also investigating increase to age 21 for ½ price child fare. Cllr Fox requested Transport Champion to continue investigations with ERYC to provide bus service from Airmyn to Goole Hospital. <span style="float: right;"><b>Closed</b></span>
<b>80/2122</b>	<b>Bowls Club Bore Hole</b> – Clerk awaiting copies of RAMS, contractor's liability insurance and other paperwork/documentation from Mr Theaker. In the meantime, Clerk to forward email from Environment Agency to Bowls Club Committee. <span style="float: right;"><b>Action: Clerk</b></span>
<b>76b/21</b>	<b>Airmyn Clock Tower Railings Replacement.</b> – Clerk presented photographic evidence of original railings to Cllr Jackson who will now liaise with fabrication contractor. <span style="float: right;"><b>Action: Cllr Jackson</b></span>
<b>78/2122</b>	<b>Airmyn Garage Demolition</b> - Cllr Fox has reported fly tipping to ERYC. <span style="float: right;"><b>Closed</b></span>
<b>37/2122</b>	<b>Volunteer request for contribution towards parish grass cutting machinery repair</b> – Awaiting repairs to be completed, receipt of grant and invoice for payment. <span style="float: right;"><b>Action: Clerk</b></span>
<b>1/2122(a)</b>	<b>Memorial Garden</b> – Cllr Jackson advised £394 remaining to spend on ornament feature. Cllr Jackson to liaise with N Stead (in attendance) to create brick structure. Cllr Fox is dealing with purchase of plaques for benches. <span style="float: right;"><b>Action: Cllr Jackson / Cllr Fox</b></span>
<b>74/2122</b>	<b>Trees Adjacent to Memorial Hall Car Park</b> – Cllr Jackson provided the landowner with all information and photographs of the trees in question, however, the landowner has requested to meet to discuss. Clerk to write to resident and report back at next meeting. <span style="float: right;"><b>Action: Clerk</b></span>
<b>85/21</b>	<b>Play Area Fortnightly Inspection</b> – Low risk <span style="float: right;"><b>Closed</b></span>
<b>85/2122</b>	<b>New Post Box</b> – Following complaints from residents re the positioning of the new post box, the Clerk has logged a complaint with Royal Mail and is awaiting a substantive response. <span style="float: right;"><b>Action: Clerk</b></span>

New Issues:	
<b>93/2122</b>	<b>Neighbourhood / Speed Watch</b> – Committee member was invited to meeting but did not attend. Clerk provided speed watch information to Counsellors. <span style="float: right;"><b>Closed</b></span>
<b>94/2122</b>	<b>Airmyn Footpaths</b> – N Stead (in attendance) discussed and presented diagram of footpaths throughout the village which appear to be in need of attention. Clerk advised that ERYC will be hosting a 'walkaround' the village on 11 May and invited N Stead to attend. <span style="float: right;"><b>Closed</b></span>

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New Issues (Residents):	
95/2122	<b>Resident (Garden Waste)</b> – Clerk received request from resident to receive an additional garden waste bin. This was discussed and resolved that APC are unable to provide/request. Clerk to respond to resident as such. <b>Action: Clerk</b>
96/2122	<b>Resident (Advice of vandalism in dyke)</b> – Clerk received email from resident advising items present in dyke at south east corner of playing field. This was discussed and it was resolved to ask for volunteers (along with council members) to assist with clearing the area. Clerk to research cost of hiring a skip which was proposed by Cllr Fox / 2 <sup>nd</sup> Cllr Nundy. <b>Action: Clerk</b>
97/2122	<b>Resident (Clocktower)</b> – Clerk received communication via Facebook Messenger from resident advising that the clock is striking incorrectly. Clerk has reported to ERYC in this instance however Clerk to advise resident to report any further issues with the Clocktower directly to ERYC. <b>Action: Clerk</b>
98/2122	<b>ERYC (Litter Survey)</b> – Clerk requested permission to advertise the survey on social media asap. Permission granted by all Cllrs. <b>Action: Clerk</b>
99/2122	<b>ERSCP (Newsletter)</b> – Clerk requested permission to upload newsletters on the website going forward. Permission granted by all Cllrs. <b>Action: Clerk</b>
100/2122	<b>ERSAB (Newsletter)</b> – Clerk requested permission to upload newsletters on the website going forward. Permission granted by all Cllrs. <b>Action: Clerk</b>
101/2122	<b>NHS (Newsletter)</b> – Clerk requested permission to upload newsletters on the website going forward. Permission granted by all Cllrs. <b>Action: Clerk</b>
102/2122	<b>BBC (Make A Difference Award)</b> – Clerk requested permission to upload information onto website. Permission granted by all Cllrs. Cllr Fox wished to nominate Cllr Hayward for the award for her volunteer work for ACA & St David's Church. Cllr Fox also wished to nominate the parish litter picker for the award for his volunteer work around the parish. Proposed by Cllr Fox / 2 <sup>nd</sup> Cllr Hewitt. <b>Action: Clerk (social media)</b> <b>Action: Cllr Hewitt (draft nominations)</b>
103/2122	<b>Fusion Yorkshire</b> – Clerk advised Fusion Yorkshire are hosting drop-in session 3.30pm – 6.30pm at Airmyn Memorial Hall on 28/4/22. Residents have been invited. <b>Closed</b>
104/2122	<b>Community Payback Scheme</b> – Clerk presented request from ERYC for Payback Scheme projects. Clerk to respond inviting attendance at the ERYC 'walkaround' on 11 May. <b>Action: Clerk</b>
105/2122	<b>Police &amp; Crime Drop In Sessions</b> – Clerk requested permission to advertise details of local PCSO drop in sessions. Permission granted by all Cllrs. <b>Action: Clerk</b>

Planning: (Cllr Fox would leave the room for this section)	
22/00673/STREME	HE2 Enterprises - no objections
22/00912/PLF	KSP Tooling - No objections

Financial: (Cllr Fox would return to the room to continue the meeting)			
106/2122	<b>Financial Report:</b> Bank Reconciliation approved and noted as at 5/4/22 = <b>£4,154.91</b>		
	<b>Payments: The following were authorised for payment:</b> Approved by Cllr Hewitt / 2 <sup>nd</sup> Cllr Hayward		
	<b>Payee</b>	<b>Detail</b>	<b>Amount</b>
	Vodafone	Telephone, broadband & mobile	£ 24.25
	Clerk	Wages – Mar22 (inc new hourly rate backpay from Apr21)	£ 574.29
	D Hayselden	Joinery services to install community noticeboard	£ 359.94
	HAD-IT	Bi-Annual Copier usage charge (28/8/21-28/2/22)	£ 483.59
	Grenke Leasing	Quarterly Copier/Printer Leasing Fee (1/4/22-30/6/22)	£ 117.18

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	ERNLLCA	Membership Subscription Fee (2022-2023)	£ 427.81
	ERYC	Annual Drainage Rates	£ 4.16
	ERYC	Annual Waste Recycling	£ 237.78
		<b>Total</b>	<b>£2,229.00</b>
<b>84/2122</b>	<b>Transfer of Bank Accounts</b> – Clerk advised that charges are still applied to NatWest account and so it was resolved not to transfer the APC account from HSBC. <span style="float: right;"><b>Closed</b></span>		
<b>107/2122</b>	<b>HSBC Debit Card</b> – Clerk requested two of the three signatories attend nearest HSBC branch to apply for APC debit card to enable online purchases/payments. <span style="float: right;"><b>Action: Cllrs Hayward/Scott/Fox</b></span>		
<b>108/2122</b>	<b>VAT Reclaim</b> – Clerk presented draft VAT Reclaim requesting approval to submit for payment. Granted by Cllr Jackson / 2 <sup>nd</sup> Cllr Hewitt. <span style="float: right;"><b>Action: Clerk</b></span>		
<b>109/2122</b>	<b>Internal Audit</b> – Clerk advised a meeting has been arranged for 26/4/22 with auditor. <span style="float: right;"><b>Action: Clerk</b></span>		

	<b>Items Deferred / Added to next agenda</b>
<b>79/2122</b>	ERYC Bus Service – Cllr Fox
<b>80/2122</b>	Bowls Club Bore Hole – Clerk
<b>76b/21</b>	Airmyn Clock Tower Railings Replacement – Cllr Jackson
<b>37/2122</b>	Volunteer request for contribution towards parish grass cutting machinery repair - Clerk
<b>1/2122(a)</b>	Memorial Garden – Cllr Jackson / Fox
<b>74/2122</b>	Trees Adjacent to Memorial Hall Car Park – Clerk
<b>85/2122</b>	New Post Box – Clerk
<b>95/2122</b>	Resident (Garden Waste) – Clerk
<b>96/2122</b>	Resident (Advice of vandalism in dyke) – Clerk
<b>97/2122</b>	Resident (Clocktower) – Clerk
<b>98/2122</b>	ERYC (Litter Survey) – Clerk
<b>99/2122</b>	ERSCP (Newsletter) – Clerk
<b>100/2122</b>	ERSAB (Newsletter) – Clerk
<b>101/2122</b>	NHS (Newsletter) – Clerk
<b>102/2122</b>	BBC (Make A Difference Award) – Cllr Hewitt / Clerk
<b>104/2122</b>	Community Payback Scheme – Clerk
<b>105/2122</b>	Police & Crime Drop In Sessions – Clerk
<b>107/2122</b>	HSBC Debit Card – Cllrs Scott / Hayward / Fox
<b>108/2122</b>	VAT Reclaim – Clerk
<b>109/2122</b>	Internal Audit - Clerk

## 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.

- 108/2122 - Clerk requested to carry over remaining annual leave from 21/22. Permission granted by Cllr Hewitt/2<sup>nd</sup> Cllr Fox. **Closed**
- 109/2122 - Cllr Hewitt requested Clerk to create 'Holiday Form' for future staff requests. **Action: Clerk**
- 110/2122 - Cllr Hewitt proposed (2<sup>nd</sup> Cllr Fox) to amend Clerk Employment Contract to enable Clerk to carry over up to 5hrs annual leave going forward. Agreed by all Cllrs. **Closed**

Date of Next Meeting: 11 May 2022 at 7pm

The Chair thanked everyone for their attendance and closed the meeting at 8.35pm