

# Airmyn Parish Council minutes from the meeting held at Airmyn Memorial Hall on Wednesday 11 May 2022 at 6.50pm

<b>Present:</b> Cllr Fox (Chair), Cllr Hewitt (Vice Chair) / Cllrs Hayward, Nundy and Scott / Clerk - Alison Hirst
<b>Resident/External Attendance:</b> Resident – Mr N Stead
<b>Apologies:</b> Cllr Jackson
<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 continues to advertise 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.
<b>Minutes of Previous Meeting:</b> Cllr Hewitt proposed and Cllr Fox seconded and it was resolved that, subject to closure of agenda item 79/2122, the minutes of the meeting held on 13 April 2022 be approved and signed by the Chair as a true record .

Outstanding / Ongoing Issues	
<b>74/2122</b>	<b>Trees Adjacent to Memorial Hall Car Park</b> – Clerk to write to landowner reminding of contacts made and to reiterate request for maintenance works to be carried out to make safe the trees as per photographs provided by Cllr Jackson. <b>Action: Clerk</b>
<b>78/2122</b>	<b>Airmyn Garage Demolition</b> – Clerk to contact planning applicant advising ownership of land to the left of the building plot. Signage to be removed. <b>Action: Clerk</b>
<b>1/2122(a)</b>	<b>Memorial Garden</b> – Cllr Jackson to provide update at next meeting. Cllr Hewitt advised cost for memorial bench plaque. It was resolved for Cllr Hewitt to purchase the plaque in memory of previous Parish Clerk. Proposed by Cllr Hewitt / 2 <sup>nd</sup> Cllr Hayward. <b>Action: Cllr Jackson / Cllr Hewitt</b>
<b>76b/21</b>	<b>Airmyn Clock Tower Railings Replacement.</b> – Clerk received and relayed information from Cllr Jackson advising approximate cost to replace railings. Matter deferred to next meeting when Cllr Jackson is present. <b>Action: Cllr Jackson</b>
<b>37/2122</b>	<b>Volunteer request for contribution towards parish grass cutting machinery repair</b> – Repairs completed. Clerk awaiting received of grant prior to payment of invoice. <b>Action: Clerk</b>
<b>85/2122</b>	<b>New Post Box</b> – Clerk provided update received from Royal Mail. It was resolved to take no further action. <b>Closed</b>
<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. Matter closed until documentation received. <b>Closed</b>
<b>104/2122</b>	<b>Community Payback Scheme</b> – Following the 'ERYC Walkabout' event that took place on 11/5/22, the Clerk is to provide details of suggested projects for consideration. <b>Action: Clerk</b>

New Issues:	
<b>110/2122</b>	<b>Play Area Fortnightly Inspection</b> – Low risk <b>Closed</b>
<b>111/2122</b>	<b>Neighbourhood / Speed Watch</b> – Clerk presented speed watch report prior to the meeting and advised that the 'speed watch team' were liaising with/reporting to the police directly. Speed Watch team will continue to provide reports to APC which the Clerk will forward to Councillors. <b>Closed</b>
<b>112/2122</b>	<b>Parish Watercourses</b> – Cllr Fox proposed the Clerk write to IDB/ERYC again requesting details for riparian owners (cc Ward Councillors). Clerk to advise Cllr Fox date of next IDB meeting. <b>Action: Clerk</b>
<b>113/2122</b>	<b>AGAR (Annual Governance &amp; Accountability Report)</b> – The Clerk presented all Councillors with the Internal Auditors Report and supporting documents for consideration. Queries were raised and it was resolved that the Clerk should request feedback from the internal auditor prior to submitting the AGAR. This matter requires further discussion and will be completed at the next meeting. <b>Action: Clerk</b>

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New Issues (Residents):	
<b>114/2122</b>	<b>Resident (Grass Cutting adjacent to High Street Noticeboards)</b> – Clerk presented resident’s comments to the Councillors who thanked the resident for his continued voluntary work. <b>Action: Clerk</b>
<b>115/2122</b>	<b>Resident (Grass Cutting within parish)</b> –The Clerk informed the Councillors of correspondence that had been received from a local resident, on the issue of grass cutting in the parish. The Councillors expressed their gratitude to the resident for his many years of voluntary service and for maintaining the grassed areas in various locations of the village to such a high standard. However, whilst the Parish Council could grant permission to the resident to maintain grass, in relation to the areas of land owned by the Parish Council, it is unable to grant permission to the resident to cut grassed areas owned by East Riding Council. In addition, for health and safety and public liability reasons, the Parish Council requested that the Clerk write to the resident respectfully requesting, that they stop cutting grass on land that is owned by the Parish Council, to allow the approved contractor to fulfil its obligations. The grass cutting contractor is a new contractor and if the resident continues to maintain these Parish owned areas, the Parish Council will be unable to monitor the work completed against the schedule provided. <b>Action: Clerk</b>
<b>116/2122</b>	<b>Resident (Memorial Bench)</b> – Clerk presented resident’s request for him to purchase a memorial bench in memory of a family member. Councillors considered the resident’s request and advised that whilst the request is approved in principle, the location of the memorial bench requires further discussion with the possibility of locating on APC land on High Street. Clerk to advise resident. <b>Action: Clerk</b>
<b>117/2122</b>	<b>Resident (Rear of Parsons Close)</b> – Clerk presented resident’s comments to Councillors. Clerk to advise resident that the landowner has been informed previously of concerns and is aware. <b>Action: Clerk</b>

Planning: (Cllr Fox would leave the room for this section)	
<b>21/02915/STPLF</b>	Cairngom Ski Services, Delta Enterprise Park, Airmyn – Erection of 2x industrial units. No objections

Financial: (Cllr Fox would return to the room to continue the meeting)			
118/2122	Financial Report: Bank Reconciliation approved and noted as at 5/5/22 = £1962.23		
	Payments: The following were authorised for payment: Approved by Cllr Hewitt / 2 <sup>nd</sup> Cllr Hayward		
	Payee	Detail	Amount
	Vodafone	Telephone, broadband & mobile	£ 32.59
	Clerk	Wages – April 2022 (paid 6/5/22)	£417.69
	Duffin’s Repairs	Grass cutting machinery repair paid from grant (not yet received) £336.19	£436.19
		APC donation towards cost of repair £100.00	
	HSBC	Bank charges (to 19/4/22)	£ 5.00
	Wel Medical	Replacement adult/child defib pads (Nursing Home)	£ 47.94
	CountryWide	Grass Cutting – April 2022 – Village & Riverbank	£270.00
	CountryWide	Grass Cutting – April 2022 – Memorial Hall & Grounds	£486.00
	A Bosmans	Internal Audit	£230.00
	Skip Busters	Skip Hire	£ 24.00
	Total	£1949.41	
107/2122	HSBC Debit Card – Clerk awaiting debit card to enable her to make online purchases for and on behalf of APC. Cllrs Hayward/Scott/Fox to attend HSBC branch. Action: Cllrs Fox/Hayward/Scott		
109/2122	Internal Audit – Clerk to liaise with internal auditor with regard to request for further information / responses to queries raised (see 113/2122). Action: Clerk		

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<b>119/2122</b>	<b>Transfer of Funds</b> – Clerk to transfer £5K from precept to current account to cover upcoming expenditure.	<b>Action: Clerk</b>
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	Items Deferred / Added to next agenda
<b>74/2122</b>	Trees Adjacent to Memorial Hall Car Park – Clerk
<b>78/2122</b>	Airmyn Garage Demolition - Clerk
<b>1/2122(a)</b>	Memorial Garden – Cllr Jackson / Cllr Hewitt
<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>104/2122</b>	Community Payback Scheme – Clerk
<b>107/2122</b>	HSBC Debit Card – Cllrs Scott / Hayward / Fox
<b>109/2122</b>	Internal Audit - Clerk
<b>112/2122</b>	Parish Watercourses – Clerk
<b>113/2122</b>	AGAR - Clerk
<b>114/2122</b>	Resident (Grass Cutting adjacent to High Street Noticeboards) - Clerk
<b>115/2122</b>	Resident (Grass Cutting within parish) - Clerk
<b>116/2122</b>	Resident (Memorial Bench) - Clerk
<b>119/2122</b>	Transfer of Funds - 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.
None

Date of Next Meeting: 8 June 2022 at 7pm

The Chair thanked everyone for their attendance and closed the meeting at 8.55pm