

**AIRMYN PARISH COUNCIL
12 APRIL 2023 AT 7PM
AIRMYN MEMORIAL HALL**

PRESENT: - Councillors K Staward, R Lowe, F Stones, St.J Meyers and (arriving at 7.15pm) C Goddard.

APOLOGIES: Councillors Nundy and Jackson

Ms A Hirst (Parish Clerk) was also in attendance.

No members of the public were present.

288/2223 **WELCOME AND INTRODUCTIONS** – Election of Chair - In the absence of the Chairman and Vice-Chair, it was moved by Councillor Lowe and seconded by Councillor Goddard that Councillor Stones be elected Chairman for this meeting. Councillor Stones thereupon took the Chair.

289/2223 **DECLARATIONS OF INTEREST** – None.

290/2223 **CO-OPTION OF COUNCILLORS** – The Clerk informed the meeting that two vacancies currently exist on the parish council.
Resolved – That the position regarding current councillor vacancies be noted.

Resident Participation Time

No residents in attendance

Outstanding/Ongoing Issues

254/2223 **LAND ON THE RIVERBANK** - Councillor Goddard and the Clerk are liaising regularly with the Environment Agency (“EA”) and East Riding of Yorkshire Council (“ERYC”) with regard to foreshore works and any issues encountered and are working together. Councillor Goddard is attending regular meetings with the site manager and will continue to keep the parish councillors updated. It was noted that the kissing gate surface works have now been completed.
Resolved – (a) That the Clerk thank the EA for resurfacing at the kissing gate; and (b) That the Clerk and Councillor Goddard continue to liaise with the Environment Agency and East Riding of Yorkshire Council.

255/2223 **VILLAGE SIGN DAMAGE** – The Clerk advised that she has received one quote for rebuild works and requested (from the councillor) contact details for other builders so as to request a quote. Councillors Stones and Meyers agreed to make contact with other builders and forward quotes received to the Clerk in order that the quotes can be forwarded to the insurance company.
Resolved – (a) That Councillors Stones and Meyers obtain further quotes for the repair works; and (b) Once quotes received, that the Clerk forward to the vehicle owners’ insurance company.

146/2122 **LAND AT THE TOP OF THE CROSSINGS** – The Clerk advised that, as a result of contractor error, invoice for works is in dispute. The matter was discussed and it was agreed that The Clerk request the works be corrected by the contractor in order that their invoice can be approved for payment. Councillor Meyers agreed to meet with the contractor if required.

Resolved – That the Clerk instruct the contractor to correct the works.

183/2122 **GRASS CUTTING STRATEGY** – Councillor Jackson was not in attendance however he had provided the Clerk with an updated. The Clerk advised the parish councillors that due to internal backlog, a decision was unlikely to be made on the funding before May 2023. The Clerk met with Mr Theaker (**Bowls Club**) and it was agreed that the gardening equipment could be stored in the bowls club building. Councillor Meyers reiterated to the council that there were a number of volunteers from the parish who are willing to assist with the grass cutting and undertake minor tree works on a voluntary basis.

Resolved – That Councillor Jackson update the council accordingly once a funding decision had been made.

211/2122 **KING CHARLES COMMUNITY ORCHARD AND PICNIC AREA (Previously**
212/2122 **UPGRADE OF PICNIC AREA / DOG WALK SEATING / DOG WALK PATH)** –
213/2122 The Clerk advised that funding was received on 11th April 2023. Works were discussed and it was agreed to attempt to complete works in time for the Kings Coronation event (7th May 2023).

Resolved – That Councillors Jackson and Meyers liaise with a view to having the works completed prior to the Kings Coronation Event.

150/2122 **HSBC DEBIT CARD** – The Clerk advised that the signatories mandate had now been updated and the debit card application submitted. The Clerk further advised that she had been in contact with HSBC and been advised that the debit card application is being processed and the debit card would be despatched within 5-7 working days of application approval.

Resolved – That the Clerk advise the parish council once the debit card is received.

189/2122 **CRICKET FIELD ACCESS** – Councillor Meyers advised that the East Riding of Yorkshire Council case manager has provided (by email) a blank map for individual completion to each resident who has submitted a Form E. For any residents without email facilities, Councillor Meyers agreed to hand deliver the blank map. A further article to be included in the next edition of Airmyn News in order to keep residents up to date.

Resolved – (a) That Councillor Meyers deliver unmarked maps to residents as required; and (b) that Councillor Meyers draft an article for Airmyn News and circulate to councillors prior to publication.

197/2122 **HORSE FIELD FENCING** – Councillor Goddard advised that the landowner has made safe the barbed wire and will continue to liaise with the landowner in regard to further works required. Councillor Goddard agreed to obtain a quote for required works to the fencing. The walkway was also discussed and it was agreed that the surface requires levelling. The Clerk is to put forward these works to the Payback team.

Resolved – (a) That Councillor Goddard continue to liaise with the landowner; (b) That Councillor Goddard obtain quotes for fencing repairs; and (c) That the Clerk put works to resurface the walkway to the Payback team.

147/2122 **TREES ADJACENT TO MEMORIAL HALL CAR PARK** – Councillor Goddard advised that works were ongoing and that he would oversee until fully completed.

Resolved - That the agenda item be revisited on the September agenda (**Closed**).

- 259/2223 **BRACKEN HILL** – The Clerk advised that she had been in contact with the TCV who are willing to meet with the parish council to survey the area. Councillors Lowe and Meyers agreed to meet with TCV representative and will arrange a date.
Resolved – That the Clerk provide Councillors Lowe and Meyers with contact details for TCV in order to arrange a meeting on site.
- 260/2223 **SIGNAGE** – The Clerk advised that all signage requested has been received and installed (by R Bramham who is hereby thanked for his work). **(Closed)**
- 261/2223 **COMMUNITY GOVERNANCE REVIEW** – As the Chairman was not in attendance it was agreed to defer to the agenda item to the next meeting.
Resolved – That the agenda item be deferred to the next meeting.
- 269/2223 **EMERGENCY PLAN** – Councillor Lowe advised that she is the process of arranging a meeting with Airmyn Parish Emergency Committee.
Resolved – That Councillor Lowe arrange a meeting with the Emergency Team.
- 271/2223 **CHURCH** – The Clerk advised that a meeting was held between Reverend Ball, Councillor Nundy and herself on 9th March 2023 and meeting notes were circulated. It was agreed that discussion continue with the parish council and the church in order that joint venture take place going forward.
Resolved – That the relationship between the parish council and the church continue to strengthen **(Closed)**.
- 278/2223 **LITTER PICK** – Councillor Lowe informed the meeting that she has made contact with Mr Turner (litter picker) with a view to organising a ‘community litter pick’. It was agreed to approach Airmyn Park Primary School in order to involve the pupils. The Clerk advised the parish council that a meeting is scheduled between herself, Councillor Nundy and the school on 17th April 2023 and so she will suggest a date for this to take place shortly after the Kings Coronation event (7th May 2023).
Resolved – That the Clerk put forward the idea to the school at the meeting on 17th April 2023.

New Issues

- 291/2223 **PLAYGROUND INSPECTION** – The Clerk presented the playground inspection report provided by the playground inspector Mr R Bramham.
Resolved – That the playground inspection report be noted **(Closed)**.
- 292/2223 **BRITISH SIGN LANGUAGE POSTER** - The Clerk presented to the parish councillors ‘British Sign Language’ poster and it was agreed by all that the Clerk purchase said signage for installation within the play area.
Resolved – (a) That the Clerk order British Sign Language poster; and (b) That the Clerk request Mr R Bramham to install the poster once received.
- 293/2223 **LOCAL COUNCIL PRE-ELECTION** – The Clerk advised that all papers were completed and submitted to County Hall (Beverley) on 3rd April 2023 **(Closed)**
- 294/2223 **INTERNAL AUDIT** – The Clerk advised that the internal audit is due shortly and that she has arranged a meeting with the internal auditor for 24th April 2023. The Clerk also advised that the Community Association internal audit will also be undertaken by the same auditor (due to the previous auditor advising non-availability).
Resolved – That the Clerk provide necessary paperwork to the internal auditor as required.

Planning

- 295/2223 **23/00805/STVAR - Proposal:** Variation of Condition 6 (Flood Risk) of planning permission (21/03405/STPLF) Erection of a B8 storage and distribution facility with ancillary office, HGV and staff parking provision, associated access road, site circulation and security fencing, attenuation pond and soft landscaping to allow for re-wording of condition. **Location:** Land South And South West Of Court House Farm Cottage Rawcliffe Road, Airmyn, East Riding Of Yorkshire DN14 8JZ. **Applicant:** Miss Lisa Burgess. **Application Type:** Strategic - Variation of Condition(s)
Resolved – No objections (**Closed**)

Financial Issues

- 296/2223 **FINANCIAL REPORT** – That the bank reconciliation for the period 2nd March to 6th April 2023 be approved as a true record (**Closed**)
- 297/2223 **PAYMENTS – Resolved** – That the following payments be approved (**Closed**)

Payee	Detail	Cost
Vodafone	Telephone, broadband & mobile	£32.59
Clerk	Wages – March 2023	£544.51
Clerk	Submit Nomination Papers to County Hall, Beverley	£23.40
Hiscox	Annual Event Insurance	£148.16
Goole IDB	Drainage Rates for Land at Airmyn New Wood	£5.02
R Bramham	Parish Groundworks and play area inspections	£263.98
KSP Tooling	Play Area signage	£238.56
	Total	£1,256.22

The Clerk to advise the parish council of the interest rate on the savings account with a view to researching alternative interest rates

Sub-Committees

- 249/2223 **KINGS CORONATION EVENT** – Councillor Lowe provided an update. It was requested to repaint the parking bay lines prior to the event. Councillor Staward to provide the Clerk with a short article for social media (for social media). Councillor Lowe to provide the Clerk with updated poster to be used as a 'cover' and create an 'event' for social media event. Councillor Staward advised that the bouncy castle (@£95) and band (@£300) have been booked for the event. The Clerk requested receipts for costs for reimbursement. The Clerk advised that U3A ukulele group are unable to attend. The Clerk to approach the line dancing group leader in order to gauge their interest in performing at the event. The Clerk to book a meeting room for 27th April 2023 for the next meeting. Councillor Meyers made suggestion of an events committee and it was agreed to do. It was also agreed that Volunteer Agreements are not required to be produced / signed.
Resolved – (a) That Councillor Lowe continue to make progress with planning the event; (b) That the Clerk book the meeting room at Airmyn Memorial Hall from 7pm on 27th April 2023, and (c) That the Clerk contact line dancing group to determine whether they would be willing to perform at the event; (d) That the Clerk continue to advertise the event on social media; (e) That an events committee be set up.

- 257/2223 **CHRISTMAS EVENT 2023** – It was agreed that stall holders would bring their own equipment. The event will be held in the sports hall on 9th December from 2pm – 7pm. The Clerk agreed to liaise with the school to enquire whether their pupils would sing Christmas carols at the event. The Clerk also agreed to liaise with the church to enquire whether the church choir would sing at the event. Councillor Meyers made suggestion of an events committee and it was agreed to do.
Resolved – (a) That the Clerk book the sports hall from 12 noon on 9th December; (b) That the Clerk liaise with church and school re carol singing; and (c) That an events committee be set up.
- 243/2223 **BONFIRE NIGHT EVENT 2023** – It was agreed that Councillors Meyers, Goddard, Lowe and Staward continue to organise the event and provide an update at the next meeting.
Resolved – That the Clerk book the sports hall from 5pm on 4th November and (b) That an events committee be set up.
- 250/2223 **AIRMYN COMMUNITY ASSOCIATION** – As the Chairman was not in attendance it was agreed to defer to the agenda item to the next meeting.
Resolved – That the agenda item be deferred to the next meeting.

Any Other Business

- 298/2223 **NOTICEBOARD AREA** – A resident kindly maintains the area around the noticeboard on the High Street and advised that grass seed is required to make good the area. Councillor Lowe agreed to provide the resident with grass seed. The parish council thank the resident for continued maintenance of the area.
(Closed)
- 299/2223 **BULB PLANTING** – Councillor Meyers advised that a large quantity of bulbs have been received and require planting throughout the parish and requested volunteers for assisting with the works. The Clerk suggested she liaise with the school to get the pupils involved with the planting. It was agreed that all volunteers meet at the Memorial Hall at 10am on 22nd April.
Resolved – (a) That the Clerk approach school; and (b) That the Clerk put a note on social media
- 300/2223 **CLOCKTOWER CHIME** – It has come to the parish council's notice that there is an error on the chime mechanism.
Resolved – That the Clerk report the fault to ERYC **(Closed)**
- 301/2223 **CCTV AT THE HALL** – The Clerk advised that the new CCTV system has been fully installed and now covers a much more extensive area.
Resolved – (a) That the Clerk inform the Bowls Club of the coverage; and (b) That an article be included in the next edition of Airmyn News.
- 302/2223 **FLOODING AT BOOTHFERRY BRIDGE** – Councillor Stones advised that flooding is still occurring by Boothferry Bridge.
Resolved – That the Clerk report to ERYC **(Closed)**
- 303/2223 **FLOODING AT RIVERBANK COMPOUND** – Councillor Stones advised that flooding is occurring on the High Street outside the compound site.
Resolved – That the Clerk report to EA and ERYC **(Closed)**

Exempt Matters

Under the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded due to the confidential nature of the business on staffing about to be transacted.

235/2122 **CLERK ANNUAL REVIEW** – Councillors Jackson and Goddard (Personnel Committee) reviewed the Clerk’s updated Contract (prior to the meeting) and it was agreed by all councillors that the Contract can now be signed. **(Closed)**

Date of Next Meeting: 17th May 2023 at 8pm (approx.)

(Following the Annual Parish Meeting and Annual Parish Council Meeting which will commence from 7pm on 17th May 2023)

The appointed Chairman (Councillor Stones) thanked everyone for their attendance and closed the meeting at 9.30pm.

Signed as a true record

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Chairman

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Date