

**AIRMYN PARISH COUNCIL  
17 MAY 2023 AT 8.20PM  
AIRMYN MEMORIAL HALL**

**PRESENT:** - Councillors M Nundy (Chair), F Stones (Vice-Chair), C Goddard, A Jackson, R Lowe, St.J Meyers and K Staward.

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

**APOLOGIES:** None

No members of the public were present.

304/2223 **WELCOME AND INTRODUCTIONS** – Councillor Nundy (who had earlier been elected Chair of the Parish Council at the Annual Meeting of Airmyn Parish Council held on 17 May 2023) welcomed everyone to the meeting.

306/2223 **DECLARATIONS OF INTEREST** – Councillor Jackson declared a personal interest in Rusholme WindFarm and Councillor Staward declared a personal and prejudicial interest in Parish Council Payments (Minute 314/2223 refers).

307/2223 **CO-OPTION OF COUNCILLORS** – The Clerk informed the meeting that two vacancies currently existed on the parish council.  
**Resolved** – That the position regarding current councillor vacancies be noted.

308/2223 **MINUTES OF MEETING HELD ON 12 APRIL 2023 – Resolved** – That the proceedings of the meeting of Airmyn Parish Council, held on 12 April 2023 be agreed as a true record and be signed by the Chair.

**Resident Participation Time**

No residents in attendance

**Outstanding/Ongoing Issues**

254/2223 **LAND ON THE RIVERBANK** - Councillor Goddard and the Clerk continued to liaise with the Environment Agency ("EA") and East Riding of Yorkshire Council ("ERYC") with regard to foreshore works. Councillor Goddard agreed to continue to attend regular meetings with the site manager and would keep the parish councillors updated.

**Resolved** – (a) That the Clerk and Councillor Goddard continue to liaise with the Environment Agency and East Riding of Yorkshire Council and (b) That the matter be deferred until new information is received.

255/2223 **VILLAGE SIGN DAMAGE** – The Clerk advised that three quotes had been received and forwarded to the vehicle owner's insurance company. Unfortunately, no response had been received from the insurance company.

**Resolved** – That the Clerk would instruct works to commence once confirmation was received from the vehicle owners' insurance company.

146/2122 **LAND AT THE TOP OF THE CROSSINGS** – The Clerk advised that works had now been completed.

**Resolved** – That the Clerk make payment to the contractor. **Closed**

183/2122 **GRASS CUTTING STRATEGY** – Councillor Jackson advised that the funding application had been approved for the purchase of a ride-on mower which would be stored at the Bowls Club.

**Resolved** – (a) That Councillor Meyers agree a date for delivery of the machinery, and (b) that the Clerk make payment for the equipment upon receipt of invoice.

211/2122 **KING CHARLES COMMUNITY ORCHARD AND PICNIC AREA**  
212/2122 **(Previously UPGRADE OF PICNIC AREA / DOG WALK SEATING / DOG**  
213/2122 **WALK PATH)** – The Clerk advised that works were almost completed, with the exception of the gravel for the dog walk. The Clerk also advised that the contractor had submitted their invoice for labour.

**Resolved** – (a) That Councillors Meyers and Jackson liaise with the contractor in connection with delivery of gravel, and (b) that the Clerk be authorised to pay labour charges to the contractor.

150/2122 **HSBC DEBIT CARD** – The Clerk advised that the debit card had been received.

**Resolved** – That the Clerk use the debit card, as necessary, for purchases on behalf of the parish council. **(Closed)**

189/2122 **CRICKET FIELD ACCESS** – Councillor Meyers advised that he required information from Councillor Stones in order that he could hand deliver the blank map to those residents without email access.

**Resolved** – (a) That Councillor Stones provide the required information to Councillor Meyers and (b) That the matter be deferred until new information is received.

197/2122 **HORSE FIELD FENCING** – Councillor Goddard continued to liaise with the landowner regarding making safe the walkway for pedestrians. Councillor Goddard also continued to liaise with the landowner regarding obtaining a quote for required works to the fencing. The Clerk advised that she had to put forward these works to the Payback team.

**Resolved** – (a) That Councillor Goddard continue to liaise with the landowner and obtain quotes for the fencing repairs and (b) That the matter be deferred until new information is received.

259/2223 **BRACKEN HILL** – Councillor Lowe provided an update and report following a meeting that took place with TCV and Councillor Meyers, and proposed that an extraordinary meeting of the council be convened on site to decide the future of the land. The Clerk advised that there was a possibility of receiving grant funding for works to the land.

**Resolved** – (a) That all Councillors to meet on site prior the next parish council monthly meeting and (b) that the Clerk research possible funding.

261/2223 **COMMUNITY GOVERNANCE REVIEW** – The Chairman provided an update and advised that phase 1 of the review had been completed.

**Resolved** – That further discussion takes place upon publication of the report by East Riding of Yorkshire Council.

269/2223 **EMERGENCY PLAN** – Councillor Lowe advised that she was in the process of arranging a meeting with Airmyn Parish Emergency Committee.

**Resolved** – That Councillor Lowe arrange a meeting with the Emergency Team and update the council at the next meeting.

278/2223 **LITTER PICK** – Councillor Lowe advised that she was in discussions concerning a ‘community litter pick’. Airmyn Park Primary School staff and pupils undertook a litter pick project at Airmyn Memorial Hall on 17 May with much success.

**Resolved** – (a) That the parish council thank Airmyn Primary School for their hard work, and (b) that Councillor Lowe update the councillors at the next meeting on plans for the ‘community litter pick’.

292/2223 **BRITISH SIGN LANGUAGE POSTER** - The Clerk advised that the posters had been received and installed (by Mr Bramham) (**Closed**).

294/2223 **INTERNAL AUDIT** – The Clerk advised that the internal auditor had been unwell and so the meeting did not take place as planned (24 April). The Clerk advised that she was rescheduling the meeting. However, all necessary paperwork had been provided to the internal auditor in advance of the meeting.

**Resolved** – That the Clerk re-schedule the meeting with internal auditor.

299/2223 **BULB PLANTING** – Councillor Meyers advised that the bulb planting project took place on 22<sup>nd</sup> April 2023 but that volunteers were low in numbers.

**Resolved** – That all bulb donations were very much appreciated (**Closed**)

301/2223 **CCTV AT THE HALL** – The Clerk advised that the meeting that following the receipt of a grant, a new CCTV system had been installed at Airmyn Memorial Hall. The Bowls Club had been informed of the installation and a related article had been forwarded to Airmyn News for inclusion in the next edition. There was still concern in regard to dog owner’s not taking responsibility for clearing up after their pets. It was agreed that two dispensers be purchased and installed along the dog walk.

**Resolved** – That the Clerk purchase two dog bag dispensers to be positioned at each end of the dog walk. (**Closed**)

#### **New Issue**

309/2223 **PLAYGROUND INSPECTION** – The Clerk presented the monthly playground inspection report provided by the playground inspector, Mr R Bramham. It was noted that the ground under the basketball hoop required repair. It was also noted that the small gate (on the playing fields fencing)

was being replaced with a larger gate in order that access can be gained by the new ride-on mower. It was agreed that the smaller gate could be re-used on the play area (some materials would require purchase for installation).

**Resolved** – (a) That the playground inspection report be noted (**Closed**), and (b) that the Clerk request Mr Bramham to provide a quote for materials in order to re-use the smaller gate for access to the play area.

310/2223 **JUNCTION AT BRIDGE CLOSE** – The Clerk presented an email received from a resident of Bridge Close requesting assistance from the parish council in regard to concern over lack of signage and pedestrian safety on the A614. The Clerk advised that she had made contact with ERYC and was awaiting further information.

**Resolved** – That the Clerk respond to the resident relaying this information and await further information from ERYC.

311/2223 **AIRMYN PARK PRIMARY SCHOOL** – The Chair advised that himself and the Clerk had a very successful meeting with the Head of School at Airmyn Park Primary and would continue to progress good relations between the parish council and the school. (**Closed**)

## Planning

312/2223 **23/00812/PAD - Proposal:** Display of 4 externally illuminated flag pole signs, 3 non illuminated flag pole signs, 4 externally illuminated post mounted sign boards, and 2 non illuminated post mounted sign boards. **Location:** Land North Of The Acres Rawcliffe Road Goole East Riding Of Yorkshire. **Applicant:** Beal Developments Ltd. **Application Type:** Consent to Display an Advertisement. **Deadline for comments:** 2 June 2023. **Resolved** – No objections were raised (**Closed**).

## Financial Issues

313/2223 **FINANCIAL REPORT** – That the bank reconciliation for the period 2<sup>nd</sup> March to 6<sup>th</sup> April 2023 be approved as a true record (**Closed**)

Having declared a personal and prejudicial interest, Councillor Staward left the room for consideration of the following item.

314/2223 **PAYMENTS – Resolved** – That the following payments be approved (**Closed**)

Payee	Detail	Cost
Vodafone	Telephone, broadband & mobile	£36.91
Clerk	Wages – April 2023	£481.19
K Staward	Reimbursement of monies paid to vendors (C3CO)	£415.00
CountryWide	Grass Cutting – Hall / Playing Fields (April 2023)	£510.30
CountryWide	Grass Cutting – Village / Riverbank (April 2023)	£150.00
Defib Warehouse	Replacement combination defib pads (Nursing Home unit)	£70.80
	<b>Total</b>	<b>£1,659.88</b>

The Clerk advised that the invoice for labour charges had been received (after publication of the agenda) from Team Sport and Play at £300. This invoice was also approved for payment.

Councillor Staward returned to the meeting.

### **Sub-Committees**

**249/2223 KINGS CORONATION EVENT** – Councillor Lowe advised that, despite the soft ground and heavy rain shower that greeted the King and Queens, the event had been an overwhelming success. The parking bays at the Hall were repainted prior to the event and thanks be given to Mr R Bramham for completing these works. Local residents were kept informed via numerous updates on all the council's social media platforms. Councillor Lowe added that a small profit had been made from the event which was discussed by all councillors and agreed to donate £50 each to St David's Church, Skylark Rarebreeds and Airmyn Bowls Club for their attendance and involvement on the day. Councillors discussed feedback received from attendees at the event and agreed to incorporate the observations at future events. The Chair expressed thanks to all organisers and volunteers for their hard work on the day and behind the scenes. It was noted that improvements need to be made to the hall ground surface and toilet facilities for disabled visitors / wheelchair users.

**Resolved** – (a) That Councillor Lowe provide the Clerk with relevant information in order that the Clerk can complete and submit the funding monitoring form to East Riding of Yorkshire Council and (b) That the Clerk contact the donation beneficiaries in order to make payments.

**243/2223 BONFIRE NIGHT EVENT 2023** – The Clerk confirmed that the Memorial Hall had been booked from 5pm on 4<sup>th</sup> November.

**Resolved** – (a) That Councillors Meyers, Goddard, Lowe and Staward continue to organise the event and provide an update at the next meeting; and (b) that an events committee be set up.

**257/2223 CHRISTMAS EVENT 2023** – The Clerk advised the meeting that the Memorial Hall had been booked for the event on 9<sup>th</sup> December from 12 noon (event 2pm – 7pm). The Clerk also advised that Airmyn Park Primary School were keen to get involved and that their pupils would sing Christmas carols at the event. The Clerk also advised that the church would also sing at the event. Councillor Lowe advised that she was collecting information relating to potential stall holders. It was agreed that this agenda item be deferred and revisited at the September meeting.

**Resolved** – (a) That Councillor Lowe continue to gather stall holder information; and (b) that the matter be deferred until the September meeting.

**250/2223 AIRMYN COMMUNITY ASSOCIATION** – The Chairman presented, for discussion, re-drafted Terms of Reference for the Airmyn Hall Management Committee to the meeting. It was agreed that an extra-ordinary meeting should take place to discuss the matter at length. It was also agreed that

all councillors become key holders of the Memorial Hall building. A key was provided to Councillors Meyers, Staward and Goddard at the meeting. It was agreed more committee members are required.

**Resolved** – (a) That the Clerk provide keys to Councillors Stones and Jackson once available, and (b) that the Clerk contact all hall user group leaders inviting them (and their group attendees) to join the Airmyn Community Association committee.

315/2223 **YARD SALE** – The Clerk advised that a resident had made a suggestion of holding a ‘yard sale’ event at the hall. The suggestion was discussed and it was agreed that it would be best directed to St David’s Church for fundraising.

**Resolved** – That the Clerk respond to the resident (**Closed**).

316/2223 **HARVEST FESTIVAL** – Councillor Lowe made suggestion to the council of holding a Harvest Festival event.

**Resolved** – That Councillor Lowe update the council at the next meeting.

#### **Any Other Business**

317/2223 **FLOODING AT STACK YARD** – Councillor Stones advised that flooding was still occurring at this location.

**Resolved** – That the Clerk report the matter again to East Riding of Yorkshire Council (**Closed**)

318/2223 **DANGEROUS PARKING** – Councillor Goddard advised that vehicles were being parked in dangerous positions at certain points in the village which were obscuring the view of oncoming traffic.

**Resolved** – That the Clerk raise the matter with East Riding of Yorkshire Council, including options available to the council, and report back at the next meeting.

319/2223 **TREE POLICY** – The Clerk presented a draft ‘Tree Policy’ to the meeting and it was thereby adopted.

**Resolved** – That the Tree Policy be adopted and published on the council’s web site (**Closed**)

320/2223 **RIVERBANK GRASS CUTTING** – The Clerk presented an email received from a resident relating to the grass cutting on the Riverbank. The matter was discussed and it was agreed to review the contractor’s risk assessment for the works on the Riverbank.

**Resolved** – (a) That the Clerk circulate the risk assessment to all councillors for review/amendment, and (b) that the Clerk respond to the resident advising that the contractor had been informed of their concerns (**Closed**).

321/2223 **AIRMYN FC** – The Chair advised that he had been approached by Airmyn FC (football team) requesting a meeting to discuss assistance the council could provide towards finding them a ‘home’ for training and matches.

**Resolved** – That the request be reviewed in order that a decision can be made at the next meeting.

322/2223 **DEFIBRILLATORS** – The Chair / Clerk advised that Ms S Scott had enquired if a volunteer could become the ‘guardian’ of the defibrillators within the village. The council discussed the role and what was required.

**Resolved** – (a) That Ms Scott be thanked for being the ‘guardian’ of the defibrillators and ensuring that they were always available in an emergency, (b) that the Chair would take over ‘guardianship’ of the village defibrillators, and (c) that the Clerk would update ‘The Circuit’ portal appropriately. **(Closed)**

323/2223 **PLANTERS/TREES AT WOOD VIEW** – It was brought to the attention of the council that various trees and planters within the village required maintenance.

**Resolved** – That the Clerk investigate ownership and maintenance responsibility of the trees and planters and report back at the next meeting.

#### **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.

324/2223 **CLERK (ERNLLCA REVIEW)** – The Clerk (prior to the meeting) had circulated to Councillors Jackson and Goddard (Personnel Committee) the ERNLLCA review report for consideration.

**Resolved** – That the Personnel Committee respond to the Clerk.

**Date of Next Meeting: 14<sup>th</sup> June 2023 at 7pm**

The Chair thanked everyone for their attendance and closed the meeting at 10.40pm.

Signed as a true record

.....  
Chairman

.....  
Date