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Airmyn Parish Council  
Airmyn Memorial Hall  
Woodland Way  
Airmyn DN14 8LY

The minutes of the meeting of Airmyn Parish Council held on Wednesday, 12 November 2025 at 7.00pm in Airmyn Memorial Hall, Woodland Way, Airmyn, DN14 8LY.

**PRESENT:** Councillors R Lowe, H Matthews, M Nundy (Chair), B Rodger, and K Staward.

Ms Y Bellwood (Interim Parish Clerk) was also in attendance.

Two members of the public was also in attendance.

099/2025 **WELCOME AND INTRODUCTIONS:**

The Chair welcomed everyone to the meeting. **(Closed)**.

100/2025 **APOLOGIES FOR ABSENCE:** Apologies for absence had been received from Councillors C Goddard and F Stones. No apologies were received from Councillor Batten. Councillor L Sargeantson also sent her apologies. **(Accepted and approved)**.

101/2025 **DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS AND/OR PERSONAL AND PREJUDICIAL INTERESTS.** No Declarations of Pecuniary Interests and/or Personal and Prejudicial Interests were disclosed. **(Closed)**.

102/2025 **MINUTES OF THE MEETINGS HELD ON 24 SEPTEMBER 2025 AND 8 OCTOBER 2025:** The minutes of the monthly meeting of Airmyn Parish Council, held on 8 October 2025 and the Extra Ordinary Meeting held on 24 September 2025 were agreed as true records and signed. **(Approved)**.

**Resolved: The Chair signed the minutes as a true and accurate record.**

**Proposed: Councillor Nundy; Seconded: Councillor Staward.**

103/2025 **RESIDENT PARTICIPATION TIME:** The following items were considered during resident participation time.

- a) Ms C Levitt – Bracken Hill; There was no update from Ms Levitt.  
**Resolved: The Interim Clerk would contact Ms Levitt for an update.**
- b) Mr A Ullathorne – Former Airmyn Bowls Club Site; A detailed update and Councillors questions for the development of the former Airmyn Bowls Club site into a community hub was provided and the Councillors present approved in principle for Mr Ullathorne to liaise with Sreetons on next steps to secure the site.

**Resolved: The Clerk would consult with Sreetons to commence the process of leasing the former Airmyn Bowls Club Site to Mr Ullathorne.**

**Proposed: Councillor Nundy; Seconded: Councillor Matthews.**

**Note:** *Mr Ullathorne left the meeting at this point.*

- c) Mr G Stalker - Benches from former Airmyn Bowls Club – A number of local resident would like to see the benches from the former Airmyn Bowls Club to be repurposed and used on the riverbank.

**Resolved: The Interim Clerk would contact the Environment Agency to establish whether it was possible to install the benches on the riverbank.**

- d) Mr G Stalker – Livestock on the riverbank footpath – There had been livestock on the riverbank footpath for some time, which had made sections of the footpath unpleasant to navigate for walkers. The Council was asked to make enquiries on what could be done to prevent this from happening.

**Resolved: The Interim Clerk would contact the authorities and landowner to resolve the residents' concerns.**

#### **Matters to Discuss**

104/2025 **EAST RIDING WARD COUNCILLOR REPORT:**

**Resolved: There was no report from the East Riding Ward Councillors to be received.**

#### **Items Closed**

- 105/2025
- a) 091/2025 – Poppies and Union flag displayed for Remembrance Sunday;
  - b) 091/2025 – Festive Light Permit has been submitted;
  - c) 091/2025 – Christmas Tree has been ordered;
  - d) 093/2025 – Insurance Policy has been renewed;
  - e) 095/2025 – Schedule of payments have been made.

**Resolved: The above items had been closed.**

#### **Ongoing Items**

- 106/2025 **PLAYING FIELD DRAINAGE PROJECT:** The Interim Clerk advised the drainage works on the playing field and play area had been completed., although the watercourse behind the former Airmyn Bowls Club site was still to be cleared. Councillors enquired why the project had taken so long to complete and noted the damage caused by the heavy plant machinery on the ground in the play area and the playing field and the orchard. It was agreed that a strongly worded letter would be sent to the contractor to negotiate a discount for the inconvenience of not being able to use the playing field this winter.

**Resolved: The Interim Clerk would write to the contractor to express the Council disappointment in the condition the play area, playing field and orchard has been left.**

- 107/2025 **FORMER AIRMYN BOWLS CLUB SITE:** Councillors had considered a potential tenant for the former Airmyn Bowls Club site earlier in the meeting. A leaflet for the residents of neighbouring properties would be circulated, and a consultation period would be agreed.

**Resolved: The Interim Clerk would arrange a leaflet to be delivered to the neighbouring properties.**

- 108/2025 **METSA TISSUE PLANNING APPLICATION:** The Interim Clerk advised there had been no update received on the outline planning consent approval for the Metsa Tissue Planning Application, and there were 472 documents on the planning portal relating to the application which had been saved electronically. The Interim Clerk would monitor the application and receive regular updates when any decision had been made.  
**Resolved: Councillors had attended all consultation meetings with Metsa Tissue prior to the outline planning being approved. The Interim Clerk would continue to monitor the application as it progressed.**
- 109/2025 **EVENTS COMMITTEE:**  
Christmas Fayre – Friday 28 and Saturday 29 November 2025: Councillor Lowe provided an update on the Christmas Fayre. Councillors approved the purchase of festoon lights to be displayed in the hall and car park. Councillor Lowe had received a cancellation on one of the stalls and the stall holder had requested a refund. The refund would be for £6.75, 75% of the stall fee. Councillors agreed the payment to be returned.  
**Resolved: Festoon lights would be purchased for the hall and car park.**  
**Proposed: Councillor Lowe; Seconded Councillor Nundy.**  
  
Big Breakfast – Sunday 1 March 2026: A Big Breakfast has been planned for Sunday 1 March 2026 to raise funds for the Airmyn Gala on 10 May 2026.  
  
Airmyn Gala – Sunday 10 May 2026: The Gala will celebrate the 350<sup>th</sup> Anniversary of St David's Church.  
  
The next Event Committee meeting would be scheduled for January 2026.  
**Resolved: The Events Committee update was received.**
- 110/2025 **PLAY AREA MONTHLY AUDIT:** Councillor noted the play area monthly audit. The Interim Clerk would get quotes to repair to climbing wall frame and stepping stones.  
**Resolved: The Interim Clerk would request quotes to repair the climbing wall and stepping stones.**
- 111/2025 **POLICIES FOR APPROVAL – represented from January 2025.**
- a) Anti Bullying and Harassment Policy;
  - b) Data Protection and Privacy Policy;
  - c) Disciplinary Policy;
  - d) Drugs and Alcohol Policy;
  - e) Email and Internet Usage Policy;
  - f) Equality and Diversity Policy;
  - g) Flexible Working Policy;
  - h) Grievance Policy;
  - i) Home Working Policy;
  - j) Lone Working Policy;
  - k) Maternity Leave and Pay Policy;
  - l) Paternity Leave and Pay Policy;
  - m) Performance Improvement Policy and Procedure;
  - n) Sickness Absence Policy;
  - o) Social Media Policy;
  - p) Whistleblowing Policy.
- Resolved: The policies would be presented for approval at the next Airmyn Parish Council Meeting.**

## New Items

112/2025 **Resolved:** There were no items to be considered.

## 113/2025 FINANCE

- a) Financial Report;
- b) Staff Salaries;
- c) Direct Debit due before the next meeting;
- d) Payments to be made:

Payee	Detail	Cost
Duffin's Garden Machinery	Village Riverbank and Signs Grass Cutting September	317.00
Duffin's Garden Machinery	One off cut to Village Playing Field	360.00
Starboard Systems	Scribelite Monthly Subscription October	14.40
HAD-Copy Limited	Photocopier/Printer costs – September	13.31
ERNLLCA	Clerk's Christmas Training and SLCC AGM	30.00
	<b>Total</b>	<b>734.71</b>

**Resolved:** The Interim Clerk be authorised to make the payments on behalf of Airmyn Parish Council, a full report would be submitted for consideration at the next meeting.

**Proposed:** Councillor MN; **Seconded:** Councillor HM\*.

## PLANNING:

## 114/2025 PLANNING APPLICATIONS:

- a) 25/02594/PAD – McDonald's, Rawcliffe Road, Airmyn, DN14 8JS. Display one internally illuminated external sky sign.
- b) 25/02852/STVAR – Beal Developments Ltd, Land North of the Acrea Rawcliffe Road, Goole, DN14 8JN. Variation of Condition 6 (approved plans) of 25/01172/STVAR – substitution of house types.
- c) 25/0826/PLF – KeepSpace Storage, M62 Trading Estate, Lidice Road, Goole, DN14 6XL. Consent to display advertisement.
- d) 25/0927/PAD- KeepSpace Storage, M62 Trading Estate, Lidice Road, Goole, DN14 6X. Siting of a third-tier storage unit extension to include formation of a 3-story entrance, goods lift system, connection of fire escape gangways / tunnels and two external fire escape staircases.

**Resolved:** Councillors considered the application above and returned no comment on each. The Interim Clerk would update the ERYC planning portal to reflect these comments.

## 115/2025 PLANNING DECISIONS:

**Resolved:** There was no planning decisions received.

116/2025 **EXCLUSION OF PRESS AND PUBLIC:** 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. Councillors agreed to vote by a show of hands.

**Resolved:** Councillors voted unanimously for press and public to be excluded from the meeting.

117/2025 **STAFFING UPDATE:**

Councillor Matthews had circulated a recruitment advertisement for the Parish Clerk position, for consideration. A discussion took place, and minor amendments would be made prior to advertising the position.

**Resolved: Councillors approved the advertisement for the recruitment of a Parish Clerk.**

118?2025 **ANY OTHER BUSINESS**

- a) Councillor Lowe had received a request to run 2 x A4 advertisements in the next edition of the Airmyn News. Councillors considered the request and agreed to 2 x ¼ page advertisements to be included and the costings.
- b) Councillor Lowe also noted the toilet at the former bowls club site; the Interim Clerk would investigate and ensure that the payback team had a key prior to cleaning and locking the facility.
- c) Councillor Matthews would like to facilitate an online security training for the community early in 2026, the session could be arranged to coincide with the PCSO's Police Surgery.

**Resolved: The Items of Any Other Business be noted.**

**Date of Next Meeting: Wednesday, 10 December 2025 at 7.00pm.**

The Chair thanked everyone for their attendance and closed the meeting at 8.50pm.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

*Math*  
*14-1-2026*

