



ALLERTHORPE PARISH COUNCIL

Confirmed Minutes of the Parish Council Meeting No 194 held in Allerthorpe Village Hall on Wednesday 26th July 2023 at 7.30pm.

Present:

Debbie Forster	Chairperson
Sim Wilkinson	Vice Chairperson
Clare Metcalfe	Parish Councillor
Mike Sutton	Parish Councillor
Lesley Mace	Parish Councillor
Chris Mace	Parish Councillor
Jane Smith	Parish Clerk

194.1 Apologies and Welcome

Kevin Wright	Parish Councillor
Leo Hammond	Ward Councillor
Paul West	Ward Councillor

There was 1 member of the public present. There were no members of the press present.

Ms Forster welcomed everyone.

194.1a Pre-meeting submission by parishioners in attendance

None

194.2 Declarations of pecuniary and non-pecuniary interests, including any dispensations of pecuniary interest

None

194.3 To confirm minutes of the previous meeting:

193. 17th May 2023 The minutes of the meeting were accepted as a true record, proposed by Ms Forster, seconded by Mrs Mace and signed by the Chairperson.

194.4 ERYC communications with Parish Councils

(see Appendix 1)

The Clerk and Chairperson gave brief details of the letter from Councillor Hammond: ERYC are to appoint two officers to deal with queries from Clerks and Chairpersons and to connect them with the correct department for their questions. This should avoid the present lengthy task of going through telephone or website options.

194.5 To Agree Finance

a. Current financial position

- i. Transaction reports, receipts and payments, 17.05.2023 – 21.07.2023.
There were no receipts during this period.

Fifteen payments totalling £3,522.66 were made during this period: 2 net salary payments for the Clerk; 1 to payroll services; 1 to HMRC; 1 annual insurance payment; 2 office supplies purchases; 1 annual IT support payment; 4 Coronation lunch payments (to be mainly funded from previously received grant of £250); 2 payments for plants and compost for village planters; 1 payment for replacement defibrillator pads.

ii. Summary of receipts and payments. 01.04.2022-21.07.2023

Total receipts are £6,966.97 including VAT return of 216.97

Total payments are £16,308.78

iii. Bank reconciliation: On 21.07.2023 the bank balance was £11,669.97

iv. Asset register. The clerk has split the asset register between the Parish Council and the Village Hall.

v. The bank account is almost ready for online banking. Dual authorisation will still be needed. Ms Forster and Mrs Metcalfe will each receive a Pinsentry and authorisation card from Barclays.

The question of a debit card was raised, as this can't operate with dual authorisation.

It was put forward that the Clerk would be able to use a Debit card on the account for purchases up to a maximum of £75. The Clerk will get a Waiver form from Barclays to authorise this. If a purchase above this amount is necessary, then the Clerk must get authorisation via the Whatsapp group from one of the signatories. Ms Forster proposed, Mrs Metcalfe seconded and it was unanimously agreed.

194.6 Review of Policies

a. Standing Orders

The Clerk and Ms Forster have been through the updated model Standing Orders from the ERNLLCA website. The Clerk has modified them slightly to meet with Allerthorpe Parish Council's requirements. It was agreed to propose, second and adopt the standing orders at the next meeting, to give councillors time to read them and suggest any changes.

b. Code of Conduct

It was agreed that the Code of Conduct 2020 was generally still applicable and would be adopted at the next meeting, as above.

194.7 Planning

applications since last meeting

16/06/23 22/01976/PLF Change of use of land for the siting of 3 holiday lodges with associated landscaping, erection of a staff/office building and increased size of pond (Revised scheme of 22/01976/PLF)

Land NE of the Reas. York Road, Barmby Moor.

Mr W Farrow

Decision to object on grounds of i) excess of holiday lodges in the area

ii) incongruency of 3 lodges needing a staff/office building.

Proposed by Ms Forster seconded by Mrs Metcalfe.

decisions since last meeting

1. 26/05/23 22/04062/PLF Change of use of land to allow equestrian use inc. erection of 4 livestock tunnels, and siting of 2 steel containers and 2 caravans with assoc. works.

Land west of Niders UK Limited Bays 1 to 7 York Road Barmby Moor, YO42 1NS
True North Equine Ltd T/a The Cornmill Farm and Stud Ltd.
GRANTED

2. 08/06/23 23/00611/PLF Change of use of existing annexe/double garage to form 2 (flexible use) holiday accommodation/residential annexes; erection of a porch with 2 windows to north east elevation and installation and alterations to windows and doors, installation of 3 roof lights to swimming pool area. (part retrospective)
Waplington Court, Waplington Lane Mr & Mrs Haywood
GRANTED

4. 30/06/23 20/03746/PLF Erection of extension to existing waste management transfer station (Retrospective) (revised scheme of 20/03746/PLF
Murr Plant and Transport Limited Waste Transfer Station, York Road,
Barmby Moor
GRANTED

194.8 Allerthorpe Golf and Country Park

The clerk was asked to send another letter to the Golf Club expressing concern about the lack of footpath between the entrance to the Golf Club and Allerthorpe village.

The query about an electoral role entry of an address on Royal Westmorland Drive was mentioned again. Ms Forster said that she would make enquiries.

194.9 Waplington Lane

Ms Forster referred to the Public meeting between Waplington Lane residents and the ERYC. The meeting was facilitated by the Parish Council.

Following the meeting, Richard Alderson, Principal Engineer, Highway Asset Management, ERYC, sent an email to Ms Forster and Mr Hammond saying that the evidence uncovered would overwhelmingly suggest that the highway interests in the route are as a public footpath, for the following reasons:

The Justice of the Peace's approval for the diversion of an old public footpath to create a new footpath passing along the existing private road in 1842 is unequivocal evidence that

1. the route has no higher status before 1842; and that
2. the route was clearly determined as a public right of way of footpath status.

The 1910 finance record, which shows the road to be within the land plot to the south at the time, and a deduction in tax for a public right of way passing over the land, would support the assumption that the route is a public footpath.

No record of any further legal event upgrading the public status of the route has been found.

With regard to Land Search returns, whilst appropriate effort is made to ensure that the returns are correct, these records are interpretations from highway maintenance maps which in turn have been translated from any record establishing the highway. Typically, these responses do not involve detailed research. As such these records would be considered weak evidence in determining a highway status.

As the investigation has uncovered new unrecorded public rights of way, the team have forwarded their research to the Definitive Map team who are responsible for the upkeep of the legal record of public rights of way.

However, thirteen feet of potholes, up to the gable end of Fir Tree Cottage, are to be filled.

194.10 Thornton Lane

Mrs Metcalfe said that Thornton Lane had been recently tarmacked and thanked Ms Forster for contacting ERYC about this.

194.11 Trespass Group

No updates at this time.

194.12 Village Hall

Mr Sutton reported that the painter will be starting work on the kitchen on Monday 31st August.

Howdens will be fitting the kitchen (as part of their charity donations) on 21st August, and the flooring will go in after that.

The grant for the remodelling of the disabled toilet is progressing and Mr Sutton is very hopeful that it will be successful.

The damp-proofing work on the wall in the main hall has been completed and is now dry enough to paint. New skirting board has been fixed.

Mrs Metcalfe asked if the PC and the Village Hall Committee should get together to have a tidy and clear-up of the car park and hall once the work is complete. Mr Sutton said he would contact the builders to see if they would clear up the car park.

194.13 Community Speedwatch

Community Speedwatch volunteers have asked for two signs to be put up at both ends of the village. One to be 'Kill your speed not a child'. The Clerk will contact highways to enquire.

194.14 Village Walkabout Taskforce

The Clerk showed the Village Taskforce Schedule and the Schedule of Issues Outside the Remit of the Task Force pro formas, both drafted by Jim McGivern from Streetscene. Both show how the issues are to be addressed. Some of the work has already been completed. The poor condition of the BT owned telephone box was raised. The Clerk will contact BT to see if it can be repaired and repainted.

There was some discussion about the hedge on the corner of Back Lane and Main Street obscuring the view of cars turning into Main Street. Mr Wilkinson said it is owned by the people who have put in planning permission for a house opposite. Mr Wilkinson kindly said that he would cut the hedge back. The Clerk will try to contact the owners, and also Jim McGivern.

194.15 Date of next meetings

27th September 2023

22nd November 2023

24th January 2024

27th March 2024

193.15 Meeting Closed

20.53.

SignedD. Forster..... Date ...27th September 2023.....

Appendix 1

County Hall Beverley East Riding of Yorkshire HU17 9BA Telephone (01482) 393939

www.eastriding.gov.uk

Lisa Nicholson Interim Director of Legal & Democratic Services

To All Parish Councils



Councillor Leo Hammond

Wolds Weighton Ward

Dear Clerk,

I am writing to you in my capacity as the East Riding of Yorkshire Council's, Cabinet member (also sometimes referred to as Portfolio Holder) for Planning, Communities and Public Protection. The community aspect of my role includes Parish and Town Council Liaison. I thought it would be useful for me to explain what my role in relation to you and your council is and give you an update on where ERYC is with trying to improve communications with you.

I very much see my role as Portfolio Holder as strategic, in the sense that I am here to help improve the relationship between Parishes and ERYC. As a Parish Councillor myself, and as one the East Riding Councillors who represents the ward with the most parishes, I asked for this responsibility when I was asked to take a seat on the Councils Cabinet. This is because I know what a crucial service you deliver for our residents, and how important it is that both councils work together to support our communities. As Portfolio Holder, I am not here to help you deal with individual day to day issues, such as a specific pothole, that should be raised either directly with the council using My Account, or through your own ward councillors who will be able to help you resolve this. I am instead here to help resolve strategic issues, such as communications issues, or if a certain service of the Council does not seem to be working with Parishes. Generally, though if you feel you have an issue you think I can help with, please do not hesitate to contact me, and if I cannot resolve it myself, I will try to advise on who can.

I am sure many of you will be aware of the 2018 Review into ERYC's communications with Town and Parish Councils. Though, slightly hindered due to the Covid-19 Pandemic, I am glad to say that the outcomes and recommendations of this review have in the main been implemented, such as the creation of a My Account Profile for every parish, and the establishment of cluster meetings with council officers. However, even with this work, the most recent survey of how parishes feel about communications with ERYC (done in 2023) shows that there remain serious issues. The main three being: long response times, long phone hold times, and lack of clarity about which council officers to contact.

To address these remaining issues, I am very happy to inform you that the Council has decided to launch what I have termed an 'Open Door' for Town and Parish Clerks to use to directly access the Council. This is

in early stages, but I can confirm now that this will consist of at least two council officers whose role will be to take communications from Town and Parish Clerks and ensure issues get to the right council departments and teams to action. Crucially, this 'Open Door' will have a dedicated phone number, so that telephone communication as well as online can be utilised. Today (13th July 2023) the Council's Overview and Management Scrutiny Committee determined to support this proposal (I have attached the YouTube link if any of you or your Councillors are interested in watching the debate – the item is discussed at 1:01:38 into the video). Work will now take place to establish this function, with the aim of having it operational by the end of this year.

I must emphasise the fact that this 'Open Door' facility is in no way shape or form supposed to replace My Account, and day to day issues such as broken streetlights or dog fouling should still be reported through this channel initially. If this channel does not produce an outcome, then that is when the new 'Open Door' system should be used by the clerk to a council to chase up the outcome. The 'Open Door' is also intended to be used for a clerk to be able to raise more complicated issues with the Council which cannot be easily reported through My Account.

I would also like to make clear that the 'Open Door' is not intended to stifle or replace any current working relationships with officers or ERYC Ward Councillors. If you as a Clerk already have a contact within a certain team who helps you, or if your Ward Councillors help you to resolve issues, please do not stop using these avenues of contact. I as a Ward Councillor try to work as close as I can with the Town and Parish Councils, and Parish Meeting in my ward to address local issues, and fully intend to continue to do so with my fellow Ward Councillors. I know many other Ward Councillors feel the same way. So, this new initiative is in no way supposed to replace the work done between Ward and Parish Councillors. It is simply intended to give you as Clerk a direct link to ERYC if needed.

I will update you further on this once we have a full picture of how the 'Open Door' will function. I think it is important that this is an evolving picture, and once it is established, it is reviewed with feedback from Clerks to see if it is working and if it can be improved.

Kind regards,



Councillor Leo Hammond
Portfolio Holder for Planning, Police and Communities
Wolds Weighton Ward

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www.eastriding.gov.uk
Lisa Nicholson Interim Director of Legal & Democratic Services

To All Parish Councils