

**WILBERFOSS PARISH COUNCIL**

**Clerk: Sarah Wills 2 Paddock Close Wilberfoss YORK YO41 5LX**

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**MINUTES**

**19<sup>th</sup> June 2025**

**Present:** Chair Richard Rains and Cllrs David Barnett, Stuart Savage, Alan Mercer and Gemma Gibbs together with Ward Cllr Dale Needham

The 15-minute question time was not utilised.

1. Apologies were received from Cllr Veitch. The Clerk advised that there had been two applications for the two vacancies. Both applicants had holiday commitments in June and will attend July's meeting. Following Cllr Hoyle's resignation, Electoral Services have confirmed that the position can be advertised for co-option.
2. There were no declarations of interest made by any Councillor present.
3. The Minutes of the meeting of the 15<sup>th</sup> May 2025 were signed as a true record, together with the Minutes of the Annual Parish Council meeting.

**4. Planning Matters**

- 4.1 Cllrs considered Planning Application **25/01470/VAR** | Removal of Condition 2 (prefabricated buildings) of planning permission 24/02108/PLF (Siting of Portakabin and construction of associated ramp, steps and balustrade for use in connection with existing day nursery and after school club) to allow the prefabricated buildings to remain in situ. Cllrs had no objections subject to the original Portakabin being fit for purpose.
  - 4.2 Cllrs considered Planning Application **24/03769/PLF** | Erection of a stable block and construction of a separate riding arena with timber fencing on existing paddock area | Swallows Barn, Birker Lane, Wilberfoss and had no observations to make.
  - 4.3 Cllrs considered Planning Application **25/01350/PLF** | Erection of a two-storey extension to rear and minor modifications to fenestration of front elevation | 21 Storking Lane, Wilberfoss and had no observations to make.
  - 4.4 Cllrs were notified that Planning application **25/00590/PLF** | Erection of a single storey link extension to rear and conversion of existing garage to additional living accommodation | 2 Nelson Close, Wilberfoss had been granted permission.
  - 4.5 Following a meeting of the Planning Committee Cllrs were notified that Planning Application that Planning Application **23/02292/STPLF** | Erection of 70 dwellings, open space, landscaping and associated infrastructure (Amended plans) at Land South of Mill Farm, Mill Lane, Wilberfoss had been granted permission.
  - 4.6 The Clerk advised that there had been no breach of planning permission on a holiday rental development.
  - 4.7 Cllrs were notified that Planning Application **25/00868/PLF** | Erection of single storey extensions to either side, first floor and single storey extension to front following demolition of existing extensions to side and front, construction of gravel driveway and erection of detached garage building (Part retrospective) (Amended Description) | The Cottage Bolton Lane Wilberfoss had been granted.
  - 4.8 Cllrs considered Planning Application **25/01482/PLF** | External alterations to existing building including recladding with application of green vinyl to part, installation of additional workshop doors, installation of new entrance doors, installation of new windows and bricking up of existing windows, replacement of roof cladding with roof panels, and installation of concealed gutter behind parapet | Harvest Centre Hull Road Wilberfoss and had no observations to make.
5. Ward Cllr Needham advised that he had attended the Planning Committee meeting that considered the application in minute reference 4.5 above and following the decision to grant permission for the development, there will be a legal requirement for the developer to pay £114,801 in Section 106 payments and allocate

£30,000 funding to Wilberfoss School. There is a legal requirement to spend the Section 106 payment on sport and recreation and the Parish Council will receive contact from East Riding of Yorkshire Council when those funds become available. Cllr Savage queried how the school can access the funds set aside for them.

Cllr Needham advised that the Parish Council can expect contact from Quickline regarding the provision of gigabit wifi to properties that did not benefit from the Openreach full fibre install in 2023/2024. It was acknowledged that the provision may not cover every property in the parish, but that rollout should take place before July 2026.

Cllr Needham advised that he ascertained that there is a legal obligation for East Riding of Yorkshire Council to carry out inspections of the highways annually. He asked permission for Ward and Parish Council representatives to be present at the next inspection. Furthermore, he confirmed that carriageway patching of Main Street, followed by a full surface dressing is due to take place by the spring/summer of 2026. He has reported the poor state of Willow Park Road and will chase a response about Hawthorn Drive.

6. The Clerk advised that there had been no urgent decisions taken since the last meeting.

7. **Progress Reports and to address any issues outstanding from previous meetings.**

7.1 It was acknowledged that the SID is currently out of action. The Clerk will liaise with Cllr Veitch on his return from holiday. **ACTION:** Clerk to action.

7.2 The Clerk was delighted to report the installation of new gates on the amenity land off Storking Lane and confirmed positive reactions from residents on the Council's social media platforms. Attention was paid to reducing the noise of all three gates, that are now on site. During the installation, a discovery was made of an ancient water stone, and it was agreed that the Parish Council would consider making a feature of it, if possible. In addition, the Parish Council was asked whether a litter bin could be sited at the new gated entrance. **ACTION:** Clerk to make some enquiries.

7.3 The Clerk advised that despite her chaser, she had received no further update about the Flood Warden Scheme. As a volunteer Flood Warden, the Clerk wondered whether Cllr Veitch had received any news.

7.4 Following a site inspection from East Riding of Yorkshire Council's Highways Officers, who advised that no further action will be taken to improve the safety of the snicket linking Ings Road with Middle Street, Cllr Savage questioned whether a two-way gate could be considered. **ACTION:** Clerk to make some enquiries and Cllr Rains to check measurements.

7.5 The Clerk advised that she had so far received one quote for the replacement of post and rail fencing on the amenity land off Storking Lane. Further quotes are anticipated. She advised that as a gesture of good will, following the bird nesting season, York Consortium Drainage Board will remove briar and the old fencing to allow for the installation of new fencing. An application to the 'Thriving Places' grant will not be considered at this stage, however, the Clerk did report an approach from Humber Forest who plant and maintain trees and hedgerows for re-wilding projects. **ACTION:** Clerk to reach out to the Humber Forest Project Officer for a site meeting.

7.6 The Clerk was disappointed to report that her request for someone to clean street furniture had not resulted in anyone coming forward. It was agreed that she would log the works with the Community Payback Scheme. **ACTION:** Clerk to make an approach.

7.7 As already indicated in Ward Cllr Dale Needham's report, Main Street, Wilberfoss will be pre-surface patched and surface dressed by the summer of 2026.

8. **Environment & Community Matters (to include Highways & Footways, Health, Education, Policing, Street Lighting and Community Groups)**

8.1 Cllrs voted unanimously to the Clerk making enquiries about the provision of a Children's Book Swap. Funds would be utilised from the 2026 allocation of the Quarry Fund, eliminating the risk of having to return unused funds. Cllr Veitch will report details of the Council's 2026 projects of the Book Swap and SID to the Quarry Committee on Tuesday 24<sup>th</sup> June 2025.

8.2 Following the meeting, the Clerk was advised that a reduction in noise of the gate on Footpath 4 has been experienced.

8.3 Cllr Savage was pleased to report another successful Elders Party, with 64 seniors in attendance. Following a successful raffle at the event, £359.79, plus the cost of room hire, will reduce the ring-fenced funds to around £2,600. The ring-fenced funds will, however, be bolstered by fundraising from the Annual Duck Race, which has been allocated to Tuesday Chat – a voluntarily-run group attended by seniors of the village.

8.4 The Clerk reported the closure of Long Lane from the beginning of September. Works are anticipated to take a month.

## 9. Councillors' Reports for future Agendas

9.1 Cllr Rains reported that he had sourced a lockable cabinet to hold Wilberfoss archive paperwork and Cllrs agreed to the purchase, subject to finding suitable space at Wilberfoss Community Centre to locate the cabinet.

## 10. Administration Matters

10.1 Cllrs reviewed and adopted the revised Complaints Policy, and the Clerk will upload the document to the Parish Council website.

11. **Finance** *(in accordance with The Local Government (Access to Information) (Variation) Order 2006, Part 4(19)) members of the public will be asked to leave the meeting before details of the employees' salaries are revealed but will be permitted to stay for all other payment details. Copies of the Parish Council Minutes are displayed on the two Parish Council village notice boards on Main Street and Willow Park Road and on the parish website ([www.wilberfoss-pc.gov.uk](http://www.wilberfoss-pc.gov.uk)).*

11.1 The Clerk sought approval of the following payments:-

Stuart Savage (Elders Party expenditure)	£130.84
Vivien Guyll (Elders Party expenditure)	£228.95
Clerk's salary (redacted)	£-
Clerk's broadband/landline expenses	£63.82
Post Haste (Newsletter production)	£300.00
Pestforce East York (Mole eradication)	£234.00
Wilberfoss Community Centre (Hire charges)	£27.50
Easy Web Sites (website hosting and .gov.uk email management)	£59.40

11.2 The Clerk confirmed receipt of:

£19.32 – refund from IONOS  
£2698.88 – Recovered VAT  
£650.00 – Allotment rent (made in two payments)

Meeting closed at 20.47. The next meeting of Wilberfoss Parish Council will take place on Thursday 17<sup>th</sup> July from 7.30 pm

Chair ..... Clerk .....