

WILBERFOSS PARISH COUNCIL

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

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MINUTES

19th March 2026

Present: Chair Richard Rains and Cllrs David Barnett, Ross Cleary and Tricia Room, together with Anna Edwards whose application for co-option was being considered, Ward Cllrs Dale Needham and Andrew Cousins and one member of the public.

The 15-minute question time was not utilised.

1. Apologies were received from Vice Chair Colin Veitch, together with Cllr Stuart Savage and Alan Mercer. Cllrs were introduced to Anna Edwards who was subsequently proposed by Cllr Rains and seconded by Cllr Barnett and duly co-opted onto the Parish Council.

2. There were no declarations of interest made by any Cllr present.

3. The Minutes of the meeting of the 19th February 2026 were signed as a true record.

4. Planning Matters

4.1 Cllrs considered Planning Application **26/00421/VAR** | Variation of condition 2 (materials) and condition 4 (approved plans) of permission 25/00868/PLF | The Cottage Bolton Lane Wilberfoss and had no observations to make.

4.2 Cllrs considered Planning Application **26/00428/PLF** | Erection of a single and two storey front extension and internal alterations | 2 Foss Beck Close Wilberfoss and had no observations to make.

4.3 The Clerk reported that her attempts to arrange a meeting between Crest Nicholson representatives, the Parish Council and East Riding of Yorkshire Council's Transport Team have not yet been successful, despite the assistance of Ward Cllr Needham. Efforts will continue to secure an onsite meeting.

She further reported that, having reached out to the developer, the archaeologists should not have left mounds of earth on site. This will be rectified and the land will be secured before development begins.

5. Ward Cllr Needham spoke about the Highways Survey Report that he had forwarded to the Clerk. Cllr Veitch had requested by email that the Council formally challenge the findings as he does not believe they adhere to the requirements of the Highways Act. Cllr Rains requested Cllr Needham to establish the definition of a 'defined action'.

A brief discussion took place regarding previously reported fly-tipping in the village. **ACTION:** Clerk to establish the exact location of fly-tipping on Wilberfoss Hill to establish whether it is on privately owned land.

Cllr Needham advised that the next Ward Councillors Surgery will take place at Pocklington Library on the 28th March between 10.00 am and 11.30 am.

Cllr Cousins advised that a resident has reported obstructions on Public Footpath 2 and it will be reported to the Countryside Access Officer. In addition, Cllr Cousins is trying to re-establish Public Footpath 3 between Wilberfoss and Newton which was temporarily suspended during the creation of the aggregate recycling site. **ACTION:** Clerk to check archives for maps which may show the original route.

6. The Clerk advised that she has purchased a set of chest pads for the Parish Council owned defibrillator, located on the wall of the Community Centre, as the existing ones will expire at the end of March 2026.

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

- 7.1 In Cllr Veitch's absence the Clerk reported that the benchmark had been repositioned on the amenity land and the last of the broken fencing has been replaced. It's likely that the Community Payback Team will focus on grass cutting in the coming months, having agreed to maintain the communal grassed areas of the village, in addition to the churchyard.

A discussion took place regarding the removal of the laurel hedge within the War Memorial garden, which the Parish Council is considering removing to offer better access on Remembrance Sunday. The Clerk provided Cllrs with a suggestion that it could be symbolic and she was asked to investigate further before any decision is taken. **ACTION:** Clerk and Cllr Veitch to continue to liaise with the Payback Team.

- 7.2 The Clerk reported that the bus shelter on Main Street has been installed and the Transportation Grant funding received. The Council has a credit balance with the supplier, Speedy Street Solutions.
- 7.3 The Clerk showed a sample of lettering for the Children's Book Swap, which will be painted by the Centre Manager. Cllrs gave their approval and will provide the paint.
- 7.4 The Clerk advised that she, Cllrs Veitch and Cllr Room had met on site with Hagrapat to assess the kerbing of verges on Main Street. The Clerk reported that she had subsequently spoken to [ERNLLCA](#) for advice. Cllr Barnett proposed that the discussion be delayed until Cllr Veitch was present. This also meant a delay to the discussion about prioritising projects for the budget.

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

- 8.1 The Clerk advised that without the necessary volunteers, the Youth Project Committee has been forced to return the £4,000+ funding they had secured and close the project which had intended to provide youth provision in the village.
- 8.2. Following additional information from the Playing Fields Association Vice-Chairman and a brief discussion with Ward Cllrs, members agreed in principle to supporting the project to install outdoor gym equipment. Payment of the requested £1,000 will be delayed until additional funds have been secured to complete the project. Cllrs were undecided whether to use Precept monies or funds ring-fenced for community projects.
- 8.3 Cllrs considered a request from a resident to install 'No Footpath' signage on Birker Lane. It was acknowledged that the Parish Council cannot legally provide such signage as the responsibility for highways lies with the District Council. No Footpath signage already exists at one end of Birker Lane, so it was agreed not to pursue a request for further signage.
- 8.4 Cllrs agreed to use funds set aside for biodiversity projects to contribute to the cost of replacing the planter in front of the Community Centre. £250.00 will be used to assist Wilberfoss in Bloom in this project.
- 8.5 The Clerk reported that in consultation with the Countryside Access Office and the Allotment Association, a fingerpost has been re-located to provide better access for farm vehicles to deliver materials to the allotment site. Cllr Rains advised that a large pothole was impacting verges on the vehicle access entrance on Birker Lane. **ACTION:** Clerk to reach out to the landowners.

9. **Councillors' Reports for future Agendas**

- 9.1 Cllr Rains requested that the Clerk add an item to next month's Agenda for the Council to consider the purchase of files to store archive material. Cllr Cleary queried whether some of the material could be digitalised and offered his services in principle. Until it has been established how much material there is, no further discussion can take place.

10. **Administration Matters**

- 10.1 Nothing to Report

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).

11.1 The Clerk sought approval of the following payments:-

James Horsley Limited (Grounds Maintenance) – final invoice	£517.37
Post Haste (Newsletter Production)	£300.00
Burton Farming (Allotment land lease)	£450.00
Clerk’s Expenses (Defibrillator chest pads)	£76.74
Wilberfoss Community Centre (Room Hire)	£22.00
Speedy Street Solutions (Bus Shelter)	£6,306.00
East Riding of Yorkshire Council (salt bin maintenance)	£66.00
Clerk’s salary and expenses	Redacted

The meeting closed at 20.47. The next meeting of Wilberfoss Parish Council will take place on Thursday 16th April 2026 from 7.30 pm

Chair Clerk