

**WILBERFOSS PARISH COUNCIL**

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

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**MINUTES**

**15<sup>th</sup> May 2025**

**Present:** Chair Richard Rains, Vice Chair Colin Veitch and Cllrs David Barnett, Stuart Savage, Alan Mercer and Gemma Gibbs together with Ward Cllr Dale Needham and one member of the public

The 15-minute question time was used by the member of the public to request traffic calming measures on Main Street, particularly if Wilberfoss is used as a diversion following an incident on the A1079. The Clerk advised that a Speed Indicator Device has been purchased but can only be fitted to dedicated lampposts and can only reflect the legal speed limit at that location. The discussion then moved to the road surface of Main Street and Ward Cllr Needham agreed to call it in to East Riding of Yorkshire Council. Lastly, the Parish Council was asked to consider requesting Tree Preservation Orders on any significant trees in the village. Cllrs were reluctant to move forward on this issue, especially if trees are located within residents' property boundaries.

1. It had been acknowledged at the Annual Parish Council Meeting that Cllr Hoyle had resigned. The Clerk confirmed that vacancy notices have been displayed, and Cllr Hoyle's dedicated Councillor email address has been withdrawn. This will result in a slight reduction in the fee payable to Easy Web Sites. The two Councillor vacancies will continue to be advertised and the News in Brief will encourage more female representation.

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

3. The Minutes of the meeting of the 17<sup>th</sup> April 2025 were signed as a true record.

**4. Planning Matters**

4.1 Cllrs considered 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 and had no observations to make.

4.2 Cllrs considered Planning Application **25/00951/CLE** | Certificate of Lawfulness for existing use for occupancy as a separate dwellinghouse and contrary to Condition 3 (agricultural occupancy) of planning permission | Ivy Cottage, Bolton Lane, Wilberfoss and had no observations to make.

4.3 Cllrs received notification that Planning Application 25/00647/PLF | Erection of two storey extension to side and front and single storey extension to rear | 30B Main Street, Wilberfoss had been granted permission.

4.4 Concerns were raised about a possible breach of planning conditions on Planning Application **22/03091/PLF** | Land West of Southfield Farm Hull Road Wilberfoss. The Clerk was requested to investigate. **ACTION:** Clerk to contact East Riding of Yorkshire Council Planners.

4.5 Cllr Savage shared the worries of a resident who believes that a construction in a neighbour's garden may be causing health and safety concerns. With Cllr Veitch's background in construction, and being suitably qualified, he offered to take a look. **ACTION:** Cllr Veitch to investigate.

5. Ward Cllr Needham advised that although the Mayoral election had resulted in a Reform UK candidate being elected Mayor, Wilberfoss residents voted Liberal Democrat. He spoke briefly about Quickline's gigabit contract to supply full fibre to rural areas and mentioned two funding opportunities.

He provided details of who the Parish Council should contact in the event of issues relating to pollution and advised that he had no further update about the surface dressing of Hawthorn Drive. Cllr Veitch raised the issue of the surface dressing of Willow Park Road and reminded Cllr Needham of the East Riding of Yorkshire Council's obligation under the Highways Act 1980 to check and maintain highway. He asked Cllr Needham to investigate when the East Riding of Yorkshire Council representatives last checked the road surfaces in Wilberfoss.

Lastly, Cllr Needham advised that the East Riding of Yorkshire Council's biennial village walkabout scheme had ceased. The Clerk was surprised to learn this as no official documentation has been sent.

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 The Clerk reported that the SID has been delivered and Cllr Veitch confirmed it has been collected by Jason Mennell, East Riding of Yorkshire Council Streetlighting. The unit will be installed within the next week or so and will move between 3 identified locations over the course of each year. It is anticipated that the battery will last around 3 months, and Cllr Veitch will be offered instructions on how to change the battery.
- 7.2 The Clerk advised that there had been no further update on the provision of metal gates for the amenity land and Cllr Rains confirmed he had not taken delivery of the gates. Cllr Veitch advised that the existing gate has been fitted with a plastic locking mechanism to reduce noise levels but suggested further enhancements could be made to reduce the noise of the opening lever. It was also acknowledged that apoxy wood filler could be used to carry out some maintenance on one of the benches on site **ACTION:** No definitive actions were agreed.
- 7.3 Cllr Veitch advised that no further contact had been made in relation to the Flood Warden Scheme and although correspondence from East Riding of Yorkshire Council representatives suggested that volunteers would be contacted directly, the Clerk offered to chase **ACTION:** Clerk to request an update from East Riding of Yorkshire Council.
- 7.4 The Clerk reported that an engineer will assess the safety of the snicket on Middle Street but that due to staff shortages we can expect a delay. **ACTION:** Clerk to continue to liaise with ERYC Highways.
- 7.5 The Clerk advised that the reporting of pollution issues to East Riding of Yorkshire Council should be directed to [pollution.control@easriding.gov.uk](mailto:pollution.control@easriding.gov.uk) and must include the precise location, details of how long the issue has been going on, what impact it is having on those providing the evidence, photo/video evidence of the offence from a nearby location without endangering oneself. Because Pollution Control do not operate an emergency call out facility, well gathered, accurate evidence is essential for prosecution.
- 7.6 The Clerk reported that despite contacting 3 contractors, she had not received any quotes for the replacement of fencing on amenity land off Storking Lane. Cllr Savage provided details of a fencing contractor and Cllr Veitch suggested that 30/40 meters of fencing will need replacing.
- 7.7 The Clerk reported that her enquiries regarding the cleaning of street furniture had not resulted in any response from the Council's existing bus shelter cleaner. A request for someone local will be added to the News in Brief. **ACTION:** Clerk to draft some wording.

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

- 8.1 A discussion took place following the Clerk and Chairman's meeting with Greener Pocklington. GP are a volunteer organisation who focus on tree planting and providing habitats for wildlife. Cllrs voted unanimously to commit £300.00 to a project of enhancement at the amenity land off Storking Lane, planting trees and installing nest boxes/bug houses. It was acknowledged that community involvement is required as Greener Pocklington are a small volunteer group. **ACTION:** Clerk to request a £300.00 proposal from Greener Pocklington.
- 8.2 Cllrs considered a request for financial support from Wilberfoss Playing Fields Association to replace existing lighting with LED lamps in order to become more sustainable. Before committing to the project, Cllrs want to understand what the PFA and the private business running from the Pavilion are contributing to the project, and Cllrs will need to see 3 quotes for the works. If commitment is given, the Parish Council would pledge to support the replacement of lighting on the lane leading to the Pavilion where there is an existing public footpath.

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

- 9.1 Following the success of this year's Annual Duck Race Cllr Barnett wondered whether there was anything the Parish Council could do to resurrect other village events, for example the Scarecrow Festival. The Clerk mentioned that she had approached committee members from 3 voluntary groups in the village to suggest they come together to form a Village Events Committee.

10.     **Administration Matters**

- 10.1 Cllrs voted unanimously to retain the services of David Smillie as the Council’s Internal Auditor and agreed to cover the cost of posting the paperwork in future years.
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:-

Wilberfoss Community Centre (hire charges – to include First Aid courses	£22.00
James Horsley Limited (grounds maintenance)	£517.37
Clerk’s broadband/landline expenses	£67.28
Internal Auditor (postage reimbursement)	£5.55
Internal Auditor gift	£33.98
Stocksigns (Speed Indicator Device) covered by Quarry Fund	£3,288.00
Post Haste (Newsletter production)	£375.00
Clerk’s salary (not disclosed)	-
Easy Web Sites (website hosting and .gov.uk email management)	£62.04

11.2 The Clerk confirmed receipt of the first instalment of the 2025-2026 Precept and transferred £5,000 to the Instant Access Savings Account. She further confirmed that she had filed the VAT Return, claiming £2,698.88 in recoverable VAT.

Meeting closed at 21.11. The next meeting of Wilberfoss Parish Council will take place on Thursday 19<sup>th</sup> June from 7.30 pm

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