

WILBERFOSS PARISH COUNCIL

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MINUTES

20th November 2025

Present: Chairman, Richard Rains, Vice Chair Colin Veitch and Cllrs David Barnett, Alan Mercer, Stuart Savage, Ross Cleary and Tricia Room together with Ward Cllrs Dale Needham and Judith Johnson and Anna Hill representing the Planning Group of the Wilberfoss Community Youth Project.

1. Apologies were received from Cllr Gemma Gibbs. The Clerk confirmed there had been no applications for the current vacancy.
2. There were no declarations of interest declared by any Cllrs present.
3. The Minutes of the meeting of the 16th October 2025 were signed as a true record.

4. Planning Matters

- 4.1 Cllrs were advised that Planning Application 25/01899 | Erection of workshop/storage unit and extension to side of existing workshop/storage unit | Trebro UK Limited, Sand Lane, Game Farm, Sand Lane, Wilberfoss had been passed.
- 4.2 Cllrs considered Planning Application 25/02564/PLF | Siting of a static caravan to provide staff accommodation | Trebro UK Limited, Sand Lane Game Farm, Sand Lane, Wilberfoss and had no observations to make.

5. Ward Cllr Needham shared that Pocklington Provincial Ward Councillors have signed up to a [Pledge to support children in care](#), an initiative supported by East Riding of Yorkshire Council, health services, education, police and social care.

He was disappointed to report that a Motion by Pocklington Ward Cllr Gareth Shepherd to provide improved refuse collections to community facilities had not been approved by East Riding of Yorkshire Council's Cabinet.

Cllr Needham reported that a pothole on Main Street is not deemed priority. Cllr Veitch advised that a pothole on Butcher's Bridge, which that Clerk had been notified has been filled, is still unaddressed. Cllr Needham will report back to East Riding of Yorkshire Council. He confirmed that the date for a walkabout by East Riding Highways has still not been confirmed.

Cllr Needham reported a successful Action Day where mounted police were used to educate drivers about the safety of horses on highways. Two drivers were reported.

Finally, Councillor Needham advised that within the Pocklington Provincial ward two ASBO letters have been issued within the last six months—one in Wilberfoss and the other in Pocklington. However, there had been no calls to the ASBO team about antisocial behaviour in Wilberfoss during that period.

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 and Cllr Veitch reported that the Community Payback team has cleared two village snickets of vegetation and edged communal verges. Sacks of garden waste will be collected from Beckside. The team is ready to replace the post and rail fencing and Cllrs voted unanimously to accept the quote from Howarth Timber in Malton. Cllr Veitch was provided with the key to access the gate on Storking Lane. **ACTION:** Cllr Rains & Veitch to liaise and arrange delivery of wood to site and Cllr Veitch will project manage the programme.

- 7.2 Cllrs Rains and Veitch were thanked for installing the bench on Willow Park Road.

- 7.3 Following a site visit with Andrew Addison, Area Engineer, it was established that the bus stop on Main Street offers limited space for a bus shelter and any shelter would be a simple canopy style. At that meeting a discussion had taken place about siting the shelter at the corner of the grass garden where two protective sides and a perch seat could be added. **ACTION:** The Clerk was tasked with establishing ownership of the land and making an enquiry of the landowner, without delaying the project and jeopardising access to the funding available.
- 7.4 Cllrs Rains and Veitch were thanked for installing the safety barrier on Middle Street. Evidence suggests some children are still cycling at speed from the snicket onto Middle Street. Cllrs agreed for the Clerk to source signage that could be fixed to the safety barrier. In addition, the Clerk will seek permission from a homeowner to making a sign more visible on Ings Road. Cllr Veitch asked the Clerk to check whether any residents have spare bricks that could replace the broken wall. **ACTION:** Cllr Veitch and the Clerk to liaise.

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

- 8.1 A lengthy discussion had taken place at the start of the evening regarding the newly formed Wilberfoss Community Youth Project, and the Planning Group was praised for their efforts so far. Before considering any financial commitment of public funds, Cllrs raised matters relating to the interest and commitment of families, the timing of the sessions, the mixed age groups in one sitting and cover for key roles in the organisation, namely the Safeguarding and Activities Officers.

Several encouraging suggestions were made by Cllrs, to include a delay to the start of the main programme to coincide with the requirements of the East Riding of Yorkshire Council's DIFEY grant. Cllr Barnett suggested that in the meantime a soft launch could be offered to establish whether there is an interest in the provision, and the Clerk suggested the Planning Group approach the PFA for use of the Pavilion for general get togethers, where some equipment is already on site and there may be more flexibility with the timing of sessions. It was established that there are approximately 170 children in the village.

To support the project, and subject to establishing reasonable costs of the taster day on the 13th December, Cllrs agreed to use monies from ring-fenced community project funding to cover any shortfall. A decision to offer further financial assistance will be delayed until Cllrs concerns have been satisfied. The Planning Group was asked to report the findings of the taster day.

- 8.2 Cllrs had sought the opinion of a village historian to offer suggestions for street names for the new development. It was agreed to suggest

St Mary's – linking Wilberfoss Priory's dedication to St Mary

Derwent Ridgeway – linking the positioning of the site and its proximity to the River Derwent

Tansy Close – linking the rare and endangered [Tansy Beetle](#) which is known as the Jewel of York and is found on a stretch of the River Ouse.

- 8.3 Eliminating the need to tender for the work, Cllrs voted unanimously to use the services of the Community Payback team to carry out the grass cutting maintenance next season. Although experimental, the team is already successfully maintaining the village churchyard and Cllrs have been impressed with the work carried out by the team on the Council's behalf already. Furthermore, it will save £6,000 in public funds.
- 8.4 It was acknowledged that the SID is badly located but a move will be delayed until January when the services of the East Riding of Yorkshire Council can be utilised. The weight of the solar equipment brackets and the height at which the equipment needs to be sited, prevents it being moved by volunteers.
- 8.5 The Clerk was pleased to report that Greener Pocklington volunteers will return to Storking Lane amenity land at 9.00 am on Saturday 22nd November to install bird nesting boxes and plant native trees. Volunteers and spectators are welcome to attend, and the Clerk confirmed she had reached out to members of Wilberfoss in Bloom who were active in the building of the Bug Hotel. Cllr Rains advised that he will replace the roof of the Bug Hotel, using timbers from the recently removed post and rail fencing.

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

- 9.1 Cllr Cleary provided the Clerk with photographic evidence to show the wearing away of double yellow lining on the junction of Main Street and Storking Lane. **ACTION:** Clerk has reported to East Riding of Yorkshire Council. Reference number RMCE767402312.

10. **Administration Matters**

10.1 The Clerk advised that she has spoken to Cllr Gibbs who is happy to prepare policy documents for consideration by Cllrs. The Clerk further confirmed that she had received a suggested Acceptable Use of IT Policy template from ERNLLCA. It may be January before the documents are prepared. **ACTION:** Cllr Gibbs to draft documentation.

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:-

Wilberfoss Community Centre (hire charges)	£22.00
East Riding of Yorkshire Council (Streetlighting Service Level Agreement)	£487.88
James Horsley Limited (grounds maintenance)	£517.37
Clerk’s Expenses (safety barrier purchase)	£69.59
NBB Recycling (bench purchase for Willow Park Road)	£395.94
RBI Poppy Appeal (Remembrance Sunday wreath)	£50.00
Post Haste (Newsletter production)	£375.00
Clerk’s salary, expenses an work from home allowance	Redacted
Easy Web Sites (website and email hosting)	£64.68

A brief discussion took place about the Council’s subscription to Microsoft 365. Although the payment is not due until 18th December the subscription charge has risen from £59.99 to £84.99. Cllr Cleary advised there was an ‘opt out of AI’ option however, there was a majority vote to accept the higher quote inclusive of AI.

11.2 Due to the lengthy discussion with representatives of the Youth Project Planning Group, Cllrs voted in favour of a full meeting in December where items related to the budget, Precept and Employer’s NI will have sufficient time for consideration.

The meeting closed at 21.35. The next meeting of Wilberfoss Parish Council will take place on Thursday 18th December 2025 from 7.30 pm

Chair Clerk