

**WILBERFOSS PARISH COUNCIL**

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

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**MINUTES**

**18<sup>th</sup> September 2025**

**Present:** Chairman, Richard Rains, Vice Chair Colin Veitch and Cllrs David Barnett, Stuart Savage, Alan Mercer, Gemma Gibbs and Tricia Room together with Ward Cllr Dale Needham.

The 15-minute question time was not utilised.

1. Apologies were received from Cllr Ross Cleary. The Clerk confirmed there had been no applications for the current vacancy.
2. Cllr Room declared a non-pecuniary interest in Agenda item 7.8.
3. The Minutes of the meeting of the 21<sup>st</sup> August 2025 were signed as a true record.

**4. Planning Matters**

- 4.1 Cllrs considered Planning Application **25/01468/PLF** | Change of use of land north of Boxers Barn from agriculture to recreational use (Retrospective Application) | Land North of Boxers Barn, Boxers Cottage, Birker Lane, Wilberfoss and had no observations to make.
- 4.2 Cllrs considered Planning Application **25/02553/PLF** | Erection of a two-storey extension to rear following removal of existing dormer | Field View, Hull Road, Wilberfoss and had no observations to make.

5. Ward Cllr Needham reported that road surfaces in the village will be inspected in December 2025 and had asked representatives from East Riding of Yorkshire Council whether the Parish and Ward Cllrs could be represented. **ACTION:** Clerk to chase if no response. It was unclear whether footpaths will be included in the inspection but Cllr Savage suggested an area on Storking Lane is in need of attention.

Cllr Needham spoke briefly about Quickline's installation of full fibre in Stamford Bridge and shared concerns residents had about shoddy workmanship.

He further advised that Cllr Nolan from Hessle will propose the motion about privately owned overgrown trees blocking footpaths and highways. Currently East Riding of Yorkshire Council's policy only covers overgrown hedges.

He queried whether the Clerk had made any progress regarding the replacement No Cold Calling signs and she confirmed she had.

Lastly, he reiterated the work of the Red Cross and other volunteers who will visit and support vulnerable residents. Cllr Savage agreed to share details with residents who attend Tuesday Chat, and it was agreed to share details through the Village Newsletter.

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 Cllr Veitch reported that the Community Payback team has removed fencing on the amenity land. The wood has been stacked and Cllr Room wondered whether it might be useful to Greener Pocklington who are building a bug hotel on the site. Any remaining wood will be offered on a first come, first served basis. **ACTION:** Clerk to liaise with Greener Pocklington.

Cllr Gibbs questioned whether the Community Payback team would cut the hedge outside the school, and it was established that without a road closure in place, the work could prove difficult. The team is also not permitted to work at height. **ACTION:** Clerk to contact school and several other residents to maintain boundary hedges.

- 7.2 The Clerk shared comments made by a resident raising concerns about a snicket safety barrier impeding wheelchair users. Cllr Veitch is confident the barrier will not cause an obstruction and following the provision of a risk assessment, will liaise with the Community Payback team to install it. **ACTION:** Clerk to notify the original complainant of the Council's proposals before the purchase of a safety barrier and put together a risk assessment.
- 7.3 The Clerk was pleased to report that the provision of a seat had been supported by the householders closest to the Council's preferred location on Willow Park Road. Cllrs gave an assurance that antisocial behaviour and/or litter issues would result in the seat being relocated.
- 7.4 The Clerk provided Cllrs with a second quote for the children's bookcase and Cllrs voted unanimously to accept the cheaper second quote. It was acknowledged that the bookcase will be primed, and the Community Payback team will be asked to paint it. **ACTION:** Clerk to ensure that the bookcase is fitted with stamped glass to prove it is toughened.
- 7.5 Cllr Needham advised that his approach to Newton on Derwent Council querying the cost to install a footpath had not resulted in any response. Cllr Veitch had since spoken to two ex-colleagues who have suggested the cost could be anywhere between £150 and £175 a meter to fit. With a distance of more than 300 meters, and a cost in the region of £52,000, it was acknowledged that installing a footpath is an unrealistic proposition.
- 7.6 The Clerk reported that the *No Cold Calling* signs are provided by Trading Standards. The wording on the notices has been updated and the sign at the western entrance to the village has already been replaced. The two additional signs will be upgraded as and when Trading Standards officers are in the area.
- 7.7 Cllr Veitch reported that the solar has been fitted to the SID and the SID has been relocated by East Riding of Yorkshire Council's Streetlighting Team to streetlighting column 3 on Main Street. He suggested that column 5 is probably a more suitable location for the eastern end of Main Street. This may be considered in the future. The Clerk advised that she is struggling to download the data software but will persevere.
- 7.8 The Clerk provided a detailed quote for remedial works at Jubilee Wood on Ings Road. The tree surgeon suggested the Parish Council employ a specialist to carry out a full assessment of the wood and this will be considered once the remedial works have been carried out. The Clerk further advised that a risk assessment is required by the insurance company. Cllrs voted unanimously to carry out the remedial works. **ACTION:** Clerk to liaise with the tree surgeon.

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

- 8.1 Cllrs were reminded that Greener Pocklington will be installing the bug hotel on the amenity land from 10.00 am on Saturday 4<sup>th</sup> October. She wondered whether the Parish Council might consider running a competition to name the field, as it is currently known by several names. Cllr Savage suggested offering the opportunity to the school children, who have also been encouraged by Greener Pocklington to get involved in the biodiversity project. **ACTION** Clerk to liaise with the school.
- 8.2 Following Cllr Needham's advice that an inspection of the village's road surfaces will take place in December 2025, Cllrs agreed that Willow Park Road and Beckside and in need of inspection.

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

- 9.1 Cllr Gibbs advised that she had been approached to relocate a bench at the bottom of Park Lane which is under a tree and often dirty. It was acknowledged that the Community Payback team are now responsible for cleaning street furniture so the situation will be monitored before consideration is given to relocating it.
- 9.2 Cllr Veitch advised that he had carried out an assessment of the bus stop on Main Street, where the Parish Council proposes to install a new bus shelter. He will provide the Clerk with photos and measurements, which will be shared with East Riding of Yorkshire Council to assess suitability. **ACTION:** Cllr Veitch and the Clerk to liaise.

## 10. **Administration Matters**

- 10.1 Cllrs discussed the payment of broadband and mobile bills and agreed that an allowance will be paid to the Clerk through her salary. **ACTION** Cllr Savage to circulate a proposal to Cllrs for consideration. It was agreed that the landline will be removed.

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:-

Post Haste (Newsletter production)	£300.00
Stocksigns (Speed Indicator Device Solar purchase)	£558.00
James Horsley Limited (grounds maintenance)	£517.37
Wilberfoss Community Centre (hire charges)	£22.00
Clerk's broadband/landline expenses	£63.82
Clerk's salary (redacted)	£-
Easy Web Sites (website and email hosting)	£64.68

The meeting closed at 21.04. The next meeting of Wilberfoss Parish Council will take place on Thursday 16<sup>th</sup> October 4 from 7.30 pm

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