

**WITHERNWICK PARISH COUNCIL**

**CHAIR: COUNCILLOR MR ANTHONY CROOK**

**CLERK: MR P L WILSON CPFA  
2, THE STOCKYARD  
ENHOLMES FARM  
PATRINGTON  
HULL  
HU12 0PR**

**TEL: 01964 630576  
MOBILE: 07785 985580  
E MAIL: phil@wilson191152.freeseve.co.uk**

**Minutes of a Meeting of Withernwick Parish Council  
Held in the School room on 17<sup>th</sup> August 2011 at 7.30pm**

**PRESENT: - Parish Councillors: Mr A L Crook (Chair), Mr N Wilkie (Vice Chair), Mrs D Carr, Ms D Dickinson, Mr M Grove, Mrs E Grove, Mr C Sharp and Mr J Mann.  
CLERK: - Mr P L Wilson**

**52. PARISHIONERS QUESTIONS**

Questions concerning the following were raised, and the Council duly considered the item later in the meeting

- i. The regular use of Church Lane by Heavy Goods Vehicles .

**53. APOLOGIES**

There were no apologies.

**54. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS**

None.

**55. MINUTES OF THE LAST MEETING**

The minutes of the meeting of 20<sup>th</sup> July 2011 were **approved as a true and correct record and duly signed by the Chair.**

**56. MATTERS ARISING FROM THE MINUTES**

In respect of minute 38, Councillor Sharp thanked the Council for its prompt action in clearing the paths in the churchyard. In respect of minute 44, it was reported that the Clerk did not hold a key to the burial ground and that Councillor Carr did hold one.

**57. COMPOSITION OF THE COUNCIL**

The Council considered the verbal report of the Clerk concerning the 1 vacancy on the Council. It was reported that 2 parishioners had expressed an interest in being co-opted onto the Council, and that this be discussed at the next meeting.

**Initials .....**

## **58. APPOINTMENT OF CLERK**

The Chair tabled a report to the Council detailing the process and interview results of the then personnel committee, and provided for the Clerk and all councillors a copy of the job descriptions and a contract of employment which was duly signed by the Chair and the Clerk. There was also some debate concerning travel and subsistence payments in respect of training and other events.

The Council **resolved to accept the report and agreed to the following summary of terms and conditions:-**

- i. **Rate of Pay - £9.25 per hour**
- ii. **Hours of work – 10 per month, although actual hours, particularly until all Council business and policies are reviewed, will be paid.**
- iii. **Expenses incurred and approved will be paid**
- iv. **Travel to training and other events (not to Parish Council meetings) will be paid to cover fuel only, currently at 19p per mile, to be reviewed from time to time.**
- v. **Accommodation costs in respect of training and other events will be paid to a maximum of £50 per night, to be reviewed from time to time.**
- vi. **No meal costs will be reimbursed.**

## **59. LIST OF TASKS FOR CONSIDERATION**

The Clerk referred to the list of tasks facing the Council, and this list was **approved**. The Council noted that progress had already been made on tackling some items and agreed to consider 3 each meeting. Those selected for the September meeting were the Asset Register, Risk Assessments and Health and Safety Policy.

## **60. FUTURE OF THE SCHOOL ROOM**

The Council **approved** the draft letter to the Church representatives.

## **61. ST. ALBAN'S CHURCH**

Following a site meeting prior to this meeting, the Council **agreed** that the steps up to the churchyard needed repair, probably by creating a new path with a ramp alongside. Councillor M. Grove agreed to contact the ERYC engineer to discuss, Councillor E Grove agreed to sketch a plan and the Clerk **was instructed** to research the Council's formal responsibilities concerning this closed churchyard.

## **62. PLANNING ISSUES**

The Council **noted** the following ERYC decisions:-

- i. Change of use of land etc at Bridge View Cottage by Mr and Mrs M. Mackinder – WPC recommended approval. ERYC refused permission.
- ii. Erection of single storey garage etc at The Old Vicarage by Mr and Mrs I Jackson – WPC recommended approval subject to new brick and slates/tiles matching existing. ERYC granted permission.
- iii. Erection of a Wind Turbine etc at land North of Wood Farm, Mappleton – WPC had no observations. ERYC granted permission.
- iv. Erection of a Permanent Bat Roost at land south of White Hill Farm – WPC recommended approval. ERYC granted permission.

**Initials . . . . .**

### **63. FINANCE**

i. The following payments were **approved**:

- i. HAPS for grass cutting - £120.80.
- ii. P. Wilson (Clerk) – net pay for July - £177.62.
- iii. HMRC for PAYE deducted from payment to Clerk - £44.40.
- iv. SLCC for Working With Your Council training course for the Clerk - £210.00.
- v. P. Wilson (Clerk) – expenses - £10.26.

- ii. The Council debated the draft budget previously circulated and **approved the budget**, moving the balance of £480 into contingencies.
- iii. The Council **approved** the additional cost of £80 + VAT for the clearance of the paths in the churchyard.
- iv. The Council **approved** payment of £10.00 for the SLCC seminar on 6 September.

### **64. WITHERNWICK BURIAL GROUND**

Councillor Wilkie reported that he had recently cleared away a number of beer cans and litter.

### **65. LOCAL PARISH PATHS PARTNERSHIP**

The Clerk reported that he still awaited a quotation from John Allison for the cost of the work.

### **66. HIGHWAYS**

- vii. It was **noted** that the grass verges had all now been cut.
- viii. With regard to the question concerning the HGV use of Church Lane, Councillor M Grove agreed to speak to the ERYC engineer.

### **67. WAR MEMORIAL**

Following the site inspection, it was **agreed** that one or two councillors would clean the lettering to improve appearance.

### **68. COMMUNITY EMERGENCY PLAN**

It was **agreed** to defer this to the next meeting. Cllr M. Grove agreed to obtain some examples.

### **69. OTHER ITEMS OF INFORMATION**

The Clerk reported on a range of correspondence that he held details for reference. **The following decisions were made**

- i. The Council **resolved** not to give a donation to Victims Support.

### **70. ANY OTHER BUSINESS**

It was reported that the hedge near the bus stop was overgrown – Councillor M Grove agreed to speak to the owner. He also agreed to speak to a colleague to trim the hedge at the churchyard.

### **71. DATE OF NEXT MEETING**

It was confirmed that the date of the next meeting is 21<sup>st</sup> September 2011, 7.30pm in the school rooms.

**Meeting closed 9.05pm**

Signed ..... (Chair)

Date .....