



FULL PARISH MEETING OF THE COUNCIL

15 November 2023 - 7.30pm

MINUTES

Present: Cllr. Ashton (Chair), Cllr. Westin (V/Chair) Cllr. Murphy, Cllr. Ward, Cllr. Smith

Clerk and RFO: Mr S Baxter **Members of the public (MOP):** 0

Meeting commenced at 7.30pm.

Meeting was held at the SALKO Offices, Main Street, Spaldington. All the community were invited to attend the meeting and via the remote function

AGENDA ITEMS FOR DISCUSSION AND DECISION

- 1. Welcome to all Councillors.** The Chair will remind all that the meeting is recorded.

The Chair welcomed all Councillors and any members of the public to the face to face Parish Meeting and confirmed that while the Councillors and Clerk were present in person, the meeting was also to be streamed via Zoom for other members of the community and press.

- 2. Members of the public participation** - Any questions will be at the discretion of the Chair.

The Clerk confirmed that there was no members of the public joining on the Zoom connection but that two Ward Councillors were present. No questions were raised.

- 3. Proposal to exclude members of public from participation** - but can observe

For the following agenda points members of the public can observe the meeting but cannot take part in any debate. Any persons not Councillors or the Clerk will be asked to remain silent and muted on Zoom The Clerk confirmed there was no member of public via zoom but if any joined later the motion would be needed.

- **Motion to agree to excluding the members of the public and press (but are able to witness) was proposed, seconded and agreed unanimously. Motion carried**

- 4. Apologies for absence from Councillors**

The Clerk confirmed that all Parish Councillors were present and thus no apologies.

- 5. Declarations of interest** - for the Council to note including dispensations presented to the Clerk

The Clerk confirms that there was no declarations of interest made before the meeting



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6. Co-option consideration - application from Mrs Smith to consider and appoint

The Clerk confirmed that because of the interpretation of the law by ERYC, they have stated that the Parish Council needed to republish the invitation for any 10 members of the local community to ask for a by election. This meant that the co-option that proceeded at the last meeting of MRS ELIZABETH SMITH needed to be reconfirmed. ERYC have permission on the 30 October 2023 for the co-option to proceed. The Clerk ensured that Mrs Smith was fully aware her responsibilities and obligations. The Council discussed the co-option and agreed that Mrs Smith was still an ideal candidate and would be an asset the Council.

- Motion to formally co-opt MRS ELIZABETH SMITH onto the Parish Council of Spaldington with all the rights and responsibilities of a Parish Councillor was proposed, seconded and agreed unanimously. Motion carried.

MRS ELIZABETH SMITH WAS FORMALLY CO-OPTED ONTO THE PARISH COUNCIL AND SIGNED THE DECLARATION OF ACCEPTANCE OF OFFICE OF A PARISH COUNCILLOR.

7. Minutes of the last Full Parish Council Meeting (09 October 2023) – to formally agree that the minutes are an accurate record

The Clerk confirmed that the DRAFT Minutes of the last Full Parish Council meeting on the 09 October 2023 had been sent to all the Councillors for perusal. There was a discussion between the Councillors to confirm receipt and all stated they were happy it was a true and accurate record of the meeting.

- Motion to agree the Minutes of the Full Parish Council Meeting of the 09 October 2023 was proposed, seconded and agreed unanimously. Motion carried.

8. Statement from the Chair on the abuse of the Clerk from 3rd parties - discussion

The Chair stated that he had received communication from a third party about the Clerk and shared the detail. They council stated they wished it noted but that they wanted to concentrate on Spaldington and the work the clerk does for this community. The Chair stated they support the Clerk and his hard work.

9. Financial update from the Clerk (including bank reconciliations) - from the Clerk

The Clerk confirmed that he had sent the recent financial report to the Councillors for their perusal. He confirmed that the report covered the period up to the end of October 2023. The main budget points on reflection was:

- There was a balance across all accounts of £10,281.65



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- All budget lines were on course with no budget lines over budget apart from the clearing cost which will be increased to an agreed change of pay NJC spine point as well as the increase in pay with the national pay award
- It was forecast that there would be a end of year funds balance of circa. £6.5k.

The Councillors discussed the financial points made and the recommendation for the cash flow management and agreed the state of the finances was as good as hoped and in good condition. All Councillors felt the financial position and organisation was as good as ever.

- Motion to agree the financial report for October 2023 laid by the Clerk to the Council was proposed, seconded and agreed unanimously. Motion carried.

10. General expenditure for approval - to formally agree that the payments are acceptable

PAYEE	EXPENDITURE REASON	AMOUNT
Clerk salary and overtime	Contractual for Nov 2023	Withheld - confidentiality
Clerk's office allowance	Contractual for Nov 2023	£26.00
Clerk's Travel Expenses	Travel for meetings - Oct & Nov 2023	£48.60
Clerk's expenses	Office paper and notebooks	£26.99
PKF LittleJohn	External Auditor costs for 2020	£210 +VAT
GBM Accountants	Payroll Bureau- quarter cost	£36.00

The Clerk stated that his expenses claimed were for the paper and notebooks needed for PC meetings, general clerking as well as preparations for meetings. There was a query about the sourcing of the paper but it was explained that this purchased via Amazon and thus the supplier is not known.

The Council asked the Clerk to explain the payment to PKF Littlejohn as it was dated for 2020 - the clerk stated that he had been in contact with PKF when they first chased payment a few months ago as it was felt it was wrong especially considering the near £10k that the Council had paid them for the Audit investigation. PKF stated that this cost was for the normal External Audit cost that was separate from the investigation cost and that it was legitimate but apologised for the time it has taken to send the invoice.

The Council felt it was unfair that PKF could chase for payment after so long but accepted it had to be paid.

In regard to the payment to GMB Accountants the clerk stated that the cost is for the payroll bureau to ensure that the PC's statutory payroll obligations are managed.





Councillors discussed the expenditure in detail as needed. They agreed all expenditure was in order.

- Motion to agree the expenditure as detailed in the schedule of payments was proposed, seconded and agreed unanimously. Motion carried.

11. Update on pay award for employees of Local Councils

The Clerk stated that the Council had very recently been made aware of the national agreement with the National Joint Council and the Unions in regard to the pay award for Council staff for 2023/24. The effect was that most local government employees would receive a pay award that was approximately a £1 an hour more and that it would be backdated to the 01 April 2023 and cover 2023/24.

The Clerk confirmed that the pay award does not lift the pay point each staff on paid - it simply increases the rate per hour of each point. He stated that for most of the local government employees the raise is contractual as most contracts for employees are not based on a specific rate of pay per hour, they are based on pay points.

The Council discussed the pay award in detail and noted that it was backdated to the 01 April 2023 which did make budgeting harder. But recognise that this national pay award has only recently been received and thus had to ensure it was honoured.

The Clerk stated that for his contract, this pay award was contractual and would liaise with the payroll bureau provider to calculate the financial amount to be paid at the end of December 2023

12. Planning Applications - to discuss and agree the decision on each

The Clerk stated that there was only one application -

Proposal: Certificate of Lawfulness for the proposed siting of caravan under provisions set within Caravan Act.

Location: Bluebell House Main Street Spaldington East Riding Of Yorkshire DN14 7NJ

Applicant: Mr Carl Pearson. Application Type: Cert of Lawful Development - Proposed

The Clerk stated that the councillors could decide to offer no comment, support or reject.

The Council discussed this application in detail after reviewing the paperwork submitted, as well as the ground plan. They were very concerned that this application was a forerunner for an eventual application for a house and felt that the permanent living caravan was not appropriate as it would not contribute to local taxation precept yet would benefits from the local services. They felt overall



that it was not appropriate for the area and thus they felt they needed to STRONGLY OBJECT to the application.

- Motion to agree that the decision of the Parish Council was to STRONGLY OBJECT to the planning application was proposed, seconded and agreed unanimously. Motion carried.

The Clerk also made the Council ware that they had received a decision notice from the Planners at ERYC in which the following application was granted:

Proposal: Erection of single storey extension(s) to rear and side following: demolition of existing conservatory; application of render and timber cladding to walls on existing dwelling; erection of porch to front, detached garage to front; shed to rear and relocation of existing glass house to rear

Location: Deriabar Main Street Spaldington East Riding Of Yorkshire DN14 7NJ

- 13. ERYC SLA Street lighting project update cost** - information received is that it will be £231.95 The

Clerk stated that he had receive the detail from ERYC in regard to the street lighting maintenance costs - this was in regard to the maintenance of the Spaldington street lights that the PC was responsible for. He stated that the cost was less than was budgeted. ERYC have stated the raise was to do with increase costs.

The Council discussed the update cost and while they agreed payment, they wanted the Clerk to ascertain options for next year if we do not agree with the project cost.

- Motion to agree the ERYC Street Lighting Maintenance Cost was proposed, seconded and agreed unanimously. Motion carried

- 14. Boom Solar Panel Development Chair Advisory Group & VAST** - updates and decision on action

The Chair stated that there had been no further meeting of the Chairs BOOM group and was not aware that the VAST group had meet either. He was aware the Chair and Vice Chair of the VAST group had recently resigned for work reasons but that they were still committed to the cause of VAST.

The Councillors discussed the current situation with the possible BOOM development and the local campaign groups in regard to this application. But they were clear that until they had received the full application from BOOM, they do feel that they must remain neutral and only then give a formal response once the application is received.

- 15. Village entrance signage - updates**



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The Clerk stated that the signage project was now completed and that the local media, Goole Times, had attended the area to write about the successful project led by Cllr Murphy and had included a photograph in the article that appeared last month.

The Council discussed the project and again thanked Cllr Murphy for leading the successful venture as well as the Windfarm Fund for the financial contribution and the local community for their continued support. The Council then stated that as this was another successful project for the community that the Parish Council had run, they now are eagerly looking into what next they can do for Spaldington.

16. Policy reviews

The Clerk stated that the policies of the PC are due for full renewal and to ensure that all are up to date with any recent guidance. This included ensuring that the Business Continuity Plan is up to date and that any NALC guidance for standing orders and financial regulations are updated. The Clerk stated that due to the amount of policies, the Council may decide that the best way forward is to have an EOM specifically for the policies - possibly in late January or early February 2024.

The Council discussed the point and agreed that an EOM would be appropriate to ensure that the Councillors have enough time to review all the policies.

17. Urgent or important correspondence – update from the Clerk

The Clerk stated that other than communication from NALC about the pay award and the correspondence from a 3rd party about the abuse of the Clerk, there was no other correspondence that needed noting.

18. Parishioner concerns relayed to Councillors – any update from Councillors from Parishioners

The Councillors made all aware that the following was brought to their attention:

- i) The Chair noted that Spaldington had been in contact to confirm that they would be funding the purchase of the village Christmas tree and have asked for help for electric connection from Cllr Murphy. The Council stated that they wished to thank the CIC for the purchase as well as Cllr Murphy for his help being offered.
- ii) Cllr Murphy stated that he had agreed with CIC for the shelving of the phone box that the CIC manage on behalf of the Parish Council. The Council stated that the work on the shelving was acceptable and would look forward to the work that the CIC are doing on the internal aspects of the phone box.
- iii) Cllr Ward stated that she was aware that Howden Railway Station had introduced parking charges to ensure that the parking area is used appropriately - there would also



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be double yellow lines near the car park and signs preventing parking on grass verges.
The Council thanked Cllr Ward for this update.

- iv) Cllr Murphy stated that he had received a request from the CIC to place hooks on the new signage to hang items such as poppies for remembrance etc.

The Council stated that as the signage was only very new, they did not feel that drilling holes into the signage would be appropriate

19. To agree the date of the next Full Parish Council Meeting - 7.30pm Thursday, 28 December 2023.

The Clerk stated that as the next meeting would be to decide the Precept and Budget, and to ensure that meetings are value for money for expenditure on the Clerk that it would be appropriate to have the meeting at the end of December 2023.

- Motion to formally agree the next Parish Council meeting on Thursday 28 December at 7.30pm was proposed, seconded and agreed unanimously. Motion carried.

The Chair thanked Councillors and welcomed Cllr Smith to the Parish Council.

MEETING WAS CLOSED BY THE CHAIR AT 9.20PM.