



**Minutes of the Parish Council Meeting held on  
Monday 13<sup>th</sup> June 2022 at 7.00pm**

website: [www.kirkella-westella-pc.info](http://www.kirkella-westella-pc.info)

Those Present:-

Councillors; J. Bailey, S. Horton (Chairman), M. Raymond, S. Raymond,  
E. Robinson and B. Weeks (Vice Chairman)  
Mrs. A. Pickering – Clerk  
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Two members of the public  
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Cllr. M. Raymond informed members that it is her intention to retire from the Parish Council by the end of the summer term.

2912 Election of Chairman - Cllr. S. Horton proposed by Cllr. M. Raymond, seconded by Cllr. B. Weeks. Cllr. S. Horton duly elected.

2913 Chairman's Opening Remarks - The Chairman thanked Cllr. M. Raymond for her dedication and commitment during her time as Parish Council Chairman. A letter of resignation, with effect from 14<sup>th</sup> June 2022, had been received from Cllr. S. Raymond, Cllr. S. Raymond was thanked for his contribution throughout his 22 years as a Parish Councillor.

2914 Apologies for Absence - Cllrs. D. Kaye and D. Robinson.

2915 Public Speaking - None.

2916 Review of Register of Members' Interests - Members were given the opportunity to review/update their Register of Pecuniary and Non-Pecuniary Interests forms.

2917 Declaration of Pecuniary and Non-Pecuniary Interests (in respect of items below)

PECUNIARY - NONE
NON-PECUNIARY - NONE

2918 Election of Officers - The election of Officers took place for the period ending May 2023.  
**Vice Chairman** – Cllr. B. Weeks, proposed by Cllr. S. Horton, seconded by Cllr. J. Bailey.  
**Responsible Finance Officer** – Mrs. A. Pickering.  
**Finance Group Members** – Cllrs. D. Robinson and J. Bailey, proposed by Cllr. S. Horton, seconded by Cllr. M. Raymond.  
**Advisory Planning Officer** – Cllr. D. Kaye, proposed by Cllr. J. Bailey, seconded by Cllr. B. Weeks.  
**Planning Group Members** – Cllrs. J. Bailey and B. Weeks, proposed by Cllr. S. Raymond, seconded by Cllr. M. Raymond.  
**Publicity Officer** – Cllr. S. Horton, proposed by Cllr. B. Weeks, seconded by Cllr. M. Raymond.  
**Responsible Environment Councillors** – Cllrs. J. Bailey and E. Robinson, proposed by Cllr. M. Raymond, seconded by Cllr. S. Raymond.

It was agreed the quorum for Parish Council meetings, [number of members required to be present to transact business formally] will be three. To be reviewed again in December 2022.

2919 Law & Order - Members expressed concern at the number of overnight break-ins in the area, predominantly in West Ella. Clerk to contact the local Policing team and request some crime prevention posters for displaying on the parish noticeboards.



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Residents are encouraged to join the local Neighbourhood Watch Groups, Cllrs. Horton and Weeks to contact the E.R.Y.C. Neighbourhood Watch Coordinator for details of how residents can join. Residents are reminded to take responsibility for security of their own property.

A request for funding had been received from the local Policing Team. PC 2505 Katie Peach advised she would attend a Parish Council meeting to present the request. The funding would be used to pay for Officers, currently working in Hull, to patrol the area on mopeds/off road bikes.

2920 Minutes of the Parish Council Meeting 4<sup>th</sup> April 2022 - The minutes of the Parish Council Meeting held on Monday 4<sup>th</sup> April 2022 were accepted as a true record of what took place and duly signed by the Chairman.

2921 Matters Arising from the Minutes

Minute 2904 (2891d) - The Chairman advised that Wolfreton School Art department is interested in holding a competition to recreate the timeline for the history board proposed for the former Wolfreton School site on South Ella Way with a deadline for entries by the end of the autumn term.

Minute 2904 (2891) - Cllr. Weeks continues to investigate the possibility of extending the festive lighting in the parish.

Minute 2906a - The Clerk read out a letter of thanks from the Chairman of Haltemprice Skate Park expressing his gratitude for the one-off payment which will be made in due course. The conditions of the payment will be set after Mr Lawson's attendance at a Parish Council meeting. The Clerk had received confirmation from the Director of Legal and Democratic Services at E.R.Y.C. that the requirement to declare an interest only arises in relation to meetings of this Council so Cllr. Weeks would not have to declare an interest as part of discussions relating to Skate Park funding. His membership of the Overview and Scrutiny Committee would not give rise to a non-pecuniary interest.

Minute 2906b - Cllr. Horton and Weeks had met with E.R.Y.C. Officers and the Willand Surgery Practice Manager to discuss the bus services available to residents. Currently there is no service on Lowfield Road, the need for a service is being investigated. The nearest service at present stops at the Red Lion in Anlaby.

Minute 2909b - One of the Silver Birch trees planted recently on South Ella Way had not survived, Clerk to ask E.R.Y.C. for a replacement.

Minute 2910b - The street light on Church Lane brought down by a recent storm had been replaced.

2922 Finance

a) Annual Accounts for Year Ending 31<sup>st</sup> March 2022 - The annual accounts were presented to members for approval. After discussion, the accounts were duly signed by the Chairman and Responsible Finance Officer.

b) Completion of Internal Audit - The Clerk read out a letter from Mr. G. Lawson, Internal Auditor received on completion of the internal audit of the Council's books for the year ending 31st March 2022. Mr. Lawson asked that it be recorded in the minutes, the efficient way in which the accounts were presented to him. The professional and due diligence applied to the recording of the accounts reflect the high standard of the Financial Officer. The parishioners of Kirk Ella & West Ella can be assured that such dedication is a 'hallmark' of security in the utilisation of public funding.

c) Approve Annual Governance Statement 2021/22 - Members were given time to read the annual governance statement which was explained by the R.F.O. After discussion, the form was completed, approved, then signed by the Chairman and Clerk.



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- d) Approve Accounting Statements 2021/22 - The Clerk advised that the Annual Audit Return Accounting Statements 2021/22 had been prepared for audit and signed by the Responsible Finance Officer on 10<sup>th</sup> June 2022. After discussion, the document was approved and signed by the Chairman of the meeting, Cllr. S. Horton.
- e) Approval of Online Payments March(25<sup>th</sup>)/April/May/June 2022
- |              |   |         |
|--------------|---|---------|
| 0008         | Mr. A. Capraro (Maintenance Work)               | £80.00  |
| 0009         | HM Revenue & Customs                            | £17.79  |
| 0010         | Staff Wages                                     | £773.96 |
| 0011         | Internet/Telephone                              | £42.09  |
| 0012         | Pension Contribution - East Riding Pension Fund | £203.11 |
| 0013         | Staff Wages                                     | £773.96 |
| 0014         | Donna O'Neill (Distribution of Annual Reports)  | £210.00 |
| 0015         | Internet/Fuel                                   | £112.09 |
| 0016         | Graphics Four Limited (Street Furniture)        | £636.00 |
| 0017         | Vision Print (Platinum Jubilee Stationery)      | £55.00  |
| 0018         | E.R.Y.C. (Stationery)                           | £29.61  |
| 0019         | Stationery                                      | £4.99   |
| 0020         | Pension Contribution – East Riding Pension Fund | £203.11 |
| 101719 (chq) | E.R.Y.C. (St Andrews School Room Hire)          | £262.50 |
| 0021         | Staff Wages                                     | £773.96 |
| 0022         | Internet  | £12.09  |
| 0023         | Platinum Jubilee Event                          | £17.45  |
| 0024         | Stationery                                      | £11.81  |
| 0025         | Mr. G. Latter (Website)                         | £16.79  |
| 0026         | Mr. G. Lawson (Internal Audit of Accounts)      | £150.00 |
| 0027         | Pension Contribution – East Riding Pension Fund | £203.11 |
- f) Finance Report - Members received and approved the latest finance report 13<sup>th</sup> June 2022 which included:
- |          |                          |            |
|----------|--------------------------|------------|
| 13.04.22 | HSBC Bank Charges Refund | +£6.00     |
| 03.05.22 | Precept                  | +£16500.00 |
| 04.05.22 | VAT Claim                | +£2799.64  |
| 13.05.22 | HSBC Bank Charges        | -£8.00     |
| 13.05.22 | Platinum Jubilee Grant   | +£500.00   |
| 01.06.22 | Bank Interest            | +£0.54     |

2923 Correspondence

- a) Parish Council Vacancy - Notification had been received from E.R.Y.C. that co-option to fill the current vacancy can now take place. The Clerk informed members that three applications had been received. Co-option to take place at the July meeting.
- b) Email re. The Local Plan- Kirk Ella, Willerby, Anlaby Village Status Change - Correspondence had been received from a resident about the E.R.Y.C. Local Plan 'Major Haltemprice Settlements', which the Clerk had sent to Forward Planning at E.R.Y.C. for them to reply. Clerk to request permission from E.R.Y.C. to display the response on the Parish Council notice boards and website.
- c) Email re. B1232 Beverley Road Traffic - A resident had emailed expressing his concern about the congestion problems when exiting West Hill on to Beverley Road and suggested consideration be given to amending the junction allowing two vehicles to sit side by side thus allowing for left and right turns at the junction, therefore reducing waiting times. Clerk to forward email to E.R.Y.C. for consideration.
- d) Email re. Fairfield Avenue cul-de-sac poor state of repair - Clerk to ask E.R.Y.C. if the footpaths in this area are on a schedule for repair.
- e) Email re. Financial Support Scout and Guide Hut - A request had been received for funding towards the cost of much needed repairs and updating to the hut to allow the



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facility to continue being used as a community asset. Clerk to request a list of work required, costs etc. and details of any other grants applied for.

- f) Code of Conduct Training for all Town and Parish Councils - Training will take place via Zoom on 22<sup>nd</sup> June 2022 at 7.00pm. Clerk to obtain slides after the event and email to Councillors.
- g) Annual Town and Parish Council Planning Liaison Meetings - Training will take place in June for a maximum of four members. Cllrs. Bailey and Weeks to attend the session on 22<sup>nd</sup> June 2022 at 10.30am. Training will take place via Zoom.

2924 Planning

a) Planning Applications 31<sup>st</sup> March to 7<sup>th</sup> June 2022

- Erection of single storey extension to rear (revised scheme to 21/02785/PLF) – 89 Fairfield Avenue, Kirk Ella - Noted.
- Erection of new porch to front following demolition of existing porch, erection of two storey extension with garage to side and erection of detached single storey garden room to rear following demolition of existing garage – 12 Dalesway, Kirk Ella – Noted.
- Erection of single storey extension to rear following the removal of existing garage – 4 Riplingham Road, Kirk Ella - Recommend approval.
- Erection of a replacement dwelling following demolition of existing dwelling – 34 Braids Walk, Kirk Ella – Noted.
- Erection of a two storey extension to rear and detached single storey outbuilding to rear – Kirkfield House, 1 Old Annandale Road, Kirk Ella – Noted.
- Erection of single storey detached garage following demolition of hot tub and car port structures – Highcroft, 128 West Ella Road, Kirk Ella – Noted.
- Erection of two storey extension to side following demolition of an existing timber porch and conservatory – Holly Cottage, Godmans Lane, Kirk Ella – We are very concerned about possible damage to the tree (with TPO) on the public footpath adjacent to the proposed development and ask that this is considered carefully by E.R.Y.C. Planning department when making a decision on this application.
- Erection of first floor extension to side – 32 Mill Lane, Kirk Ella – Noted.
- Erection of two storey extension with balcony to rear – 27 Laxton Garth, Kirk Ella – We have no comment to make on this application but ask that you carefully consider any comments/objections received from neighbouring properties.
- TPO - Pine Meadows - 1970 (ref 204) - Crown lift 1 no. cedar (T9) - Crown lift of 5.5/6m to make level with nearby roofs and removal of dead wood to rebalance the tree. Large branches are close to property 23 and 25 Allanhall way and a nearby telephone line with risk of causing damage, works will improve line of tree, sky view and help to maintain the tree – 23 Allanhall Way, Kirk Ella – Recommend approval.
- Erection of single storey extension to side and rear following demolition of existing conservatory and detached garage – 7 Kerry Drive, Kirk Ella - Noted.
- Erection of two storey extension to rear, increase in roof height, construction of dormer to front and addition of render to rear – 73 Wolfreton Garth, Kirk Ella – Noted.
- Erection of single storey extension to side and single storey extension to rear following demolition of conservatory – Greenacres, 25 Great Gutter Lane West – Recommend approval.
- Erection of a single storey timber framed garden room and erection of a single storey glass and aluminium green house to rear – 1 Kirkby Meadows, Kirk Ella – Noted.
- Erection of two storey extension to side following demolition of existing conservatory and construction of new entrance doorway with canopy to front – AMENDED DESCRIPTION – Holly Cottage, Godmans Lane, Kirk Ella – We have no comment to make on the amended description.
- Application to modify the planning obligation in a Section 106 Legal Agreement dated 23 September 2020 relating to planning permission 19/01041/STPLF to allow for the



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provision of 7 affordable units before the occupation of 45 market dwellings – Land South Of 21 Great Gutter Lane West – Noted.

- Erection of two storey extensions to front, side and rear, with alterations to existing front dormer window and installation of new windows and doors (revised scheme of 22/00238/PLF) – 246A West Ella Road, West Ella – As it is located in the West Ella Conservation Area, rendering should be white, in keeping with the rest of the village dwellings. The same applies to any windows and doors and their frames, they should be white in keeping with the village Conservation Area colours.
- Erection of single storey extension to front and addition of render (Retrospective) – 16 Hill Brow, Kirk Ella – Recommend approval.
- Erection of summerhouse to rear – 11 West Ella Way, Kirk Ella – Poor quality of plans provided makes it impossible to comment on this application.
- Erection of single storey extension to rear and first floor extension to side – 23 Annandale Road, Kirk Ella - Recommend approval.
- Erection of single storey extension to rear and porch to front – Tiffany Cottage, 12 Bladons Walk, Kirk Ella – Noted.
- Variation of Condition 3 (approved plans) of planning permission 22/00409/PLF (Erection single storey extension to rear following demolition of existing extension and construction of roof light in existing roof at front to create additional accommodation) to allow alterations to roof design and installation of 4 roof lights – 2 Egginton Close, Kirk Ella – Noted.
- Erection of single storey extension to side – 12 Green Acres, Kirk Ella – Noted.

**Planning Decisions 31<sup>st</sup> March to 7<sup>th</sup> June 2022**

- Erection of single storey extension to rear – Manor Croft 248 West Ella Road, West Ella – GRANTED
- Erection of two storey extension to rear and alteration of flat roof to pitch roof, single storey extension to side and rear following removal of canopy, erection of a single storey extension to side following removal of existing garage and construction of boundary wall and gates – 139 West Ella Road, Kirk Ella – GRANTED
- Erection single storey extension to rear following demolition of existing extension and construction of roof light in existing roof at front to create additional accommodation – 2 Egginton Close, Kirk Ella – GRANTED
- Erection of two storey extension to rear, erection of first floor extension to side, construction of flat roof dormers to front, side and rear, erection of porch to front, installation of rooflights and alteration to roof over existing single storey extension to rear – 60 West Ella Road, Kirk Ella – GRANTED
- Widening of existing vehicular access, erection of boundary wall to front and installation of piers and gate to front – 37 Elveley Drive, West Ella - GRANTED
- Erection of two storey extension to front, single storey extension to rear and extension to existing dormer window to side – 25 The Lunds, Kirk Ella – GRANTED
- Erection of single storey extension to rear following removal of existing single storey projection – 31 Mill Lane, Kirk Ella – GRANTED
- Erection of boundary wall to front – 12 Allanhall Way, Kirk Ella – GRANTED
- Erection of two storey and single storey extension to rear following demolition of conservatory and removal of chimney stack – 233 Beverley Road, Kirk Ella – GRANTED
- Erection of single storey extension to rear – Ashfield 3 Elveley Drive, West Ella – GRANTED
- TPO – SLIGHTS PLANTATION, VALLEY DRIVE – 1986 (Ref 223) – fell 1 no. Cedar (T4) to improve light to the garden – fell 1 no. Scot's Pine (T5) to improve light to the garden – 1 The Paddocks, Kirk Ella – GRANTED



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- TPO – MD 519 (REF 227) G2 – Crown reduce 1 no. Beech tree (T1) by 3 metres due to pieces falling off on breezy days whilst the applicant's grandchildren have been playing in garden – 1 West Green, West Ella – PART REFUSE AND PART GRANT
- Change of use of building from Sui Generis to Office use (Class E), demolition of existing outbuilding and installation of a window and roller shutter door following removal of existing (Retrospective Application) – Chevron Car Sales, 4 Packman Lane, Kirk Ella – GRANTED
- Erection of two storey extensions to front, side and rear, with alterations to existing front dormer window and installation of new windows and doors – 246A West Ella Road West Ella – GRANTED
- Erection of porch to front following demolition of existing porch, erection of two storey extension with garage to side and erection of detached single storey garden room to rear following demolition of existing garage – 12 Dalesway, Kirk Ella – GRANTED
- Erection of single storey extension to rear following the removal of existing garage – 4 Riplingham Road, Kirk Ella – GRANTED
- Erection of single storey extension to rear (revised scheme of 21/02785/PLF) – 89 Fairfield Avenue, Kirk Ella GRANTED
- Erection of a replacement dwelling following demolition of existing dwelling – 34 Braids Walk, Kirk Ella – GRANTED

Commencing July 2022, planning applications will be considered at monthly Parish Council meetings by members present.

2925 Events

- a) HM Queen Elizabeth II Platinum Jubilee Celebrations June 2022 - The Platinum Jubilee barbecue at Hull Golf Club had been a huge success, a most enjoyable evening. The Parish Council looks forward to working with the Hull Golf Club in the future. The beacon will now be kept at the Golf Club.

2926 Environment

- a) Update on Possible Village Clock - Awaiting reply from potential sponsor.  
Email from resident re. Clock for Kirk Ella - The Clerk read out an email from a resident questioning whether a clock is actually needed in this day and age, and suggested that any money put aside for this purpose would be better used by a UK charity or similar. Clerk to respond advising that the Parish Council has not made a final decision on the provision of a clock and no resolution has been made regarding spending Parish Council funds. A possible site has been highlighted and potential sponsorship options are being explored.
- b) Increasing height of Old Tip Albion Lane, Willerby - Cllr. Horton to discuss with Cllr. Richard Meredith, Dale Ward, and provide update at the next meeting.
- c) Agree wording for Commemorative Plaques - Clerk to order two plaques for the Silver Birch trees along South Ella Way. Wording agreed: '*To commemorate the Platinum Jubilee of Her Majesty Queen Elizabeth II*' and '*In memory of Captain Sir Tom Moore who raised more than £30m for the N.H.S. by doing a sponsored walk finishing on his 100<sup>th</sup> birthday*'.
- d) Daffodil Bulbs - Clerk to order three sacks of bulbs from E.R.Y.C.

2927 Highways - Nothing to report.

2928 Date, Time and Venue of Next Meeting - Monday 11<sup>th</sup> July 2022, 7.00pm, Kirkella St Andrews Community Primary School (*Dining Hall - access from West Ella Road*).



**Kirk Ella and West Ella Parish Council**



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- a) Change of venue September 2022 onwards - The venue for Parish Council meetings from September onwards, will be The Memorial Hall, Beverley Road, Kirk Ella, HU10 7QA.

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Chairman's Signature

Meeting closed at 8.55pm.