



**Minutes of the Parish Council Meeting held on  
Monday 14<sup>th</sup> May 2018 at 7.00pm**

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Those Present:-

Councillors; M. Raymond (Chairman), J. Bailey, S. Horton, D. Kaye, S. Raymond,  
D. Robinson (Vice Chairman) and E. Robinson.

Mrs. A. Pickering – Clerk

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Rev. Dr. Iain Ballard and two members of the public

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2498 Apologies for Absence - Cllr. M. Jackson.

2499 Declaration of Interests

PECUNIARY - NONE
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NON-PECUNIARY - NONE
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2500 Public Speaking - Rev. Dr. Iain Ballard, Willerby Methodist Church, attended the meeting to brief members on the plans to redevelop parts of the Methodist Church.

2501 Chairman's Opening Remarks - Cllrs. J. Bailey, S. Horton and D. Robinson were thanked for attending the Annual Parish Meeting. Cllr. D. Robinson was thanked for representing the Parish Council, with the Chairman, at the St. John of Beverley Service on Sunday 13<sup>th</sup> May at Beverley Minster. Cllr. M. Jackson was thanked for storing the two notice boards which are now in position on South Ella Way and Mill Lane.

2502 Review of Register of Members' Interests - A review of Members' Register of Interests took place.

2503 Election of Officers - The election of Officers took place for the period May 2018 – May 2019 and where applicable, acceptance of office forms completed.

**Chairman** – Cllr. M. Raymond, proposed by Cllr. J. Bailey, seconded by Cllr. D. Robinson. Cllr. M. Raymond thanked members for their vote of confidence.

**Vice Chairman** – Cllr. D. Robinson, proposed by Cllr. S. Raymond, seconded by Cllr. D. Kaye.

**Responsible Finance Officer** – Mrs. A. Pickering.

**Finance Group Members** – Cllrs. D. Kaye, S. Raymond and D. Robinson, proposed by Cllr. M. Raymond, seconded by Cllr. S. Horton.

**Advisory Planning Officer** – Cllr. D. Kaye, proposed by Cllr. E. Robinson, seconded by Cllr. M. Raymond.

**Planning Group Members** – Cllrs. J. Bailey, M. Raymond and D. Robinson, proposed by Cllr. E. Robinson, seconded by Cllr. S. Horton.

**Publicity Officer** – Cllr. M. Raymond (with the support of Cllr. D. Kaye), proposed by Cllr. E. Robinson, seconded by Cllr. D. Robinson.

**Responsible Environment Councillors** – Cllrs. J. Bailey and E. Robinson, proposed by Cllr. M. Raymond, seconded by Cllr. S. Horton.

2504 Law & Order - There had been two reported incidents since the April Parish Council meeting, one theft from a motor vehicle on Packman Lane and one theft from a dwelling on Riplingham Road. The Clerk had again emailed the local Police expressing concern about the lack of information received from them, thus making it difficult to keep residents informed of potential problems within the area.



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Cllr. E. Robinson informed members of anti-social behaviour problems on King George V Playing Field, the shrubbery at the rear of the properties on St. Julians Wells, which is where the anti-social behaviour is taking place, needs trimming by E.R.Y.C. Cllrs. S. Horton and E. Robinson to meet on-site to identify what work is required.

At the March meeting, the Clerk was asked to inform Mrs. Jean Harne that Willerby Parish Council had met with Officers at Kirk Ella Police Box and this may be something she would benefit from in order to enable her to maintain a good Neighbourhood Watch system. It should be noted that Jean Harne has attended every meeting at the Police Station that has been offered to local Neighbourhood Watch Groups and will continue to do so.

2505 Minutes of the previous Parish Council Meeting - The minutes of the meeting held on Monday 9<sup>th</sup> April 2018 were accepted as a true and faithful record of what took place, and were duly signed by the Chairman.

2506 Matters Arising from Minutes

Minute 2491 (2481) - A credit note for £528.00 had been received against the invoice for the refilling of 7 salt bins/11 maintenance visits for Parish Council owned salt bins which had been filled in error by E.R.Y.C.

Minute 2493 - The Parish Council is very grateful to Mr. Robert Skinner for his hard work and commitment during his time as a Parish Councillor.

It was agreed Mr. Tony Capraro be asked to tidy up the small square of land between the school and the former electric sub-station on West Ella Road. Cllr. E. Robinson to meet on site to discuss work required.

Minute 2494 - The area outside The Rowans is now clear of cigarette ends.

Minute 2497 - The problem of speeding vehicles on West Ella Road was raised by a resident, Cllr. Horton had been in contact with an Officer at E.R.Y.C. who will recommend speed checks are carried out by Safer Roads Humber. West Ella Road was last surveyed in 2013.

2507 Finance

a) Parish Council Cheques

The following cheques were presented for approval/payment on 14<sup>th</sup> May:-

<input type="checkbox"/>	101450	Staff Wages (Minus Pension/PAYE)	£663.92
<input type="checkbox"/>	101451	Internet/Fuel	£95.42
<input type="checkbox"/>	101452	L & K Warcup Construction Ltd (Install 2 Notice Boards)	£270.00
<input type="checkbox"/>	101453	Postage	£27.84
<input type="checkbox"/>	101454	E.R.Y.C. (Supply and Install Litter Bin)	£452.59
<input type="checkbox"/>	101455	V. Richardson & Sons Ltd (Annual Report)	£560.00
<input type="checkbox"/>	101456	Npower (Festive Lighting Energy Charges)	£31.33
<input type="checkbox"/>	101457	Npower (Festive Lighting Energy Charges)	£19.27
<input type="checkbox"/>	101458	Mr. G. Lawson (Internal Audit Fee)	£100.00

Payments by Standing Order

14/05/18 Pension Contribution - East Riding Pension Fund £202.36

Payments received into the account

10/04/18 Heritage Trail Book Sales £35.00  
30/04/18 Precept £15250.00



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- b) Annual Accounts for Year Ending 31<sup>st</sup> March 2018 - The annual accounts were presented to members for approval. After discussion, the accounts were duly signed by the Chairman and Responsible Finance Officer. The Clerk expressed her appreciation to Mr. Trevor Green who had very kindly assisted with the completion of the annual accounts and audit paperwork.
- c) VAT Claim 2017-18 - A VAT claim had been made for the sum of £1948.25 for the period 01/03/17 – 31/03/18.
- d) 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 ended 31st March 2018. Mr. Lawson asked that it be recorded in the minutes, the efficient way in which the accounts were presented to him. The professional commitment and due diligence applied to the recording of the accounts reflect the high standards of the financial officer, Mrs. A. Pickering. The parishioners of Kirk Ella & West Ella can be assured that such dedication is a "hallmark" of security in the utilisation of public funding. Clerk to circulate internal audit report in the parish post.
- e) Annual Governance Statement 2017/18 - 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 and signed by the Chairman and Clerk.
- f) Annual Audit Return Accounting Statements 2017/18 - The Clerk advised that the Annual Return Accounting Statements 2017/18 had been prepared for audit and signed by the Responsible Finance Officer on 14<sup>th</sup> May 2018. After discussion, the document was approved and signed by the Chairman of the meeting Cllr. M. Raymond.

The Clerk was thanked for her work with the Parish Council accounts and financial records.

2508 Correspondence

Update on Parish Council Vacancy - A letter had been received from E.R.Y.C. Democratic Services confirming that a request to fill the vacancy by way of an election had not been received within the prescribed time period and the Parish Council may now fill the vacancy by co-option. A notice of co-option for one Parish Councillor will now be displayed on the Parish Council notice boards and website.

GDPR (General Data Protection Regulations) - Members had been provided with a briefing note from the Society of Local Council Clerks explaining the changes in law effective from 25<sup>th</sup> May 2018 which will affect the Parish Council. The Clerk is currently completing a data audit and obtaining the necessary procedural documents which are required for compliancy.

ERNLLCA Membership (Benefits/Cost) - The Clerk circulated information regarding the benefits of joining ERNLLCA (East Riding and Northern Lincolnshire Local Councils Association) and cost for the Parish Council to join. It was agreed further consideration and discussion is required at a future meeting.

Blue Plaques - The Chairman had been in communication with the owner of 4 Church Lane, about the possibility of installing a blue plaque on his Grade II listed property, to be paid for by the owner. All members were in agreement, additional plaques further enhance the Heritage Trail. Cllrs. M. Raymond and D. Robinson to discuss wording.



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General Correspondence - The following correspondence had been circulated to Parish Councillors since the April Parish Council Meeting.

- ❖ 1946 Haltemprice Skate Park Association Newsletter
- ❖ 1947 Heavy Rain 2.4.2018
- ❖ 1948 Surface Dressing 2018
- ❖ 1949 A Message from your Chairman
- ❖ 1950 Newspaper Article: Shocking number of anti-social crimes in each part of Hull
- ❖ 1951 Newspaper Article: Water Fountains
- ❖ 1952 Battle's Over a Nations Tribute: 11th November 2018
- ❖ 1953 Overflow from drains at Willerby Shopping Park entrance
- ❖ 1954 Essential gas main replacement work – Kirk Ella
- ❖ 1955 East Riding of Yorkshire and Kingston Upon Hull Joint Minerals Local Plan Proposed Submission Consultation
- ❖ 1956 Fwd: Pedestrian Crossing – A164 – Willerby – Albion Mills
- ❖ 1957 Free Compost Giveaways for East Riding Residents
- ❖ 1958 Re: Changing Rooms at King George V Fields
- ❖ 1959 Briefing Note – Service Changes EYMS
- ❖ 1960 King George V Playing Fields, Gorton Road, Anlaby/Willerby/Kirk Ella
- ❖ 1961 East Yorkshire Local Councils Network
- ❖ 1962 Haltemprice Skate Park – Minutes – 18/4/18
- ❖ 1963 Fwd: Closure of Willerby & Swanland Surgeries
- ❖ 1964 Tackling Anti-Social Behaviour in our Community April 2018
- ❖ 1965 Re: Haltemprice Skate Park – Minutes – 18/4/18
- ❖ 1966 Post Office Scam Initiative
- ❖ 1967 Letters to HDM – Haltemprice Skate Park
- ❖ 1968 Location Chart
- ❖ 1969 Response to Consultation on GP Surgery  
*(Any resident who feels strongly about the closure of the GP surgery should write to the local MP).*
- ❖ 1970 Requirement for Zebra Crossing?

The Clerk read out a letter from a resident, thanking members for the excellent annual report and the hard work undertaken in the parish by members of the Parish Council.

Report on Kirk Ella Relief in Need - Cllrs. S. Horton and M. Raymond briefed members on the recent Kirk Ella Relief in Need meeting which they had attended as representatives of the Parish Council to discuss the land on Riplingham Road which had been left in perpetuity, to those in need in Kirk Ella.

Email from Willerby Parish Council re. Joint Meetings - Willerby Parish Council had suggested joint meetings between the three Parish Councils, Willerby, Anlaby with Anlaby Common and Kirk Ella & West Ella, to discuss joint projects or issues that affect all three councils. Members were in agreement and would be happy to send a representative if available.

Local History - Cllr. E. Robinson had read a number of articles in the Daily Telegraph about how house deeds are being thrown away or simply not kept. It is very concerning the history of areas is being lost as a result of this. Residents are urged to keep anything which shows the history of the area.

2509 Recommendations by the Parish Council to East Riding of Yorkshire Council on Planning Applications since the April Parish Council Meeting

- **749** Conversion, alterations and extensions to Methodist Chapel to form dwelling with double garage – West Ella Methodist Church Chapel Lane West Ella – **Noted.**



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- **750** Alterations and extensions including erection of single storey extension to rear with roof lantern and roof light – 68 South Ella Way Kirk Ella – **No objections.**
- **751** Removal of Condition 3 of planning permission 10/00896/PLF – 63 Redland Drive Kirk Ella – **Noted.**
- **752** Erection of single storey extension to rear – 21 Allanhall Way Kirk Ella – **No objections.**
- **753** Erection of single storey extension to rear – 31 West Ella Road Kirk Ella – **No objections.**
- **754** Erection of single storey extension to rear – 17 Redland Drive Kirk Ella – **No objections.**
- **755** Erection of a single storey extension to rear – 150 Beverley Road Kirk Ella – **No objections.**
- **756** Erection of a replacement dwelling at 149a West Ella Road, with the garden being split allowing plot 149a to increase in size following the demolition of the existing single storey property – 149A West Ella Road Kirk Ella – **Recommend refusal. This type of design detracts from the surrounding properties which are situated close by. No to garden in-fill.**
- **757** Alterations and extensions including erection of single storey extension to front and rear, construction of dormer window to front following loft conversion and installation of roof lights – 119 South Ella Way Kirk Ella – **No objections.**
- **758** Retention of single storey extension to rear, change flat roof to pitch roof over extension, construction to hip-to-gable dormer and construction of dormer to rear – 22 Mill Lane Kirk Ella – **No objections.**
- **759** Tree Work – 151 West Ella Road Kirk Ella – **No objections.**
- **760** Tree Work – Riplingham Court Riplingham, Road West Ella – **No objections.**
- **761** Erection of single storey extension to side following demolition of conservatory – 136 West Ella Road Kirk Ella – **No objections.**
- **762** Erection of conservatory to rear following removal of existing extension – 76 Riplingham Road Kirk Ella – **No objections.**
- **763** Erection of single storey extension to rear following demolition of existing pool house, plant room and conservatory and construction of new roofs over existing flat roofs – 3 Riplingham Road Kirk Ella – **No objections.**

Proposed Residential Development at Great Gutter Lane West - Public Consultation Event to be held by Persimmon Homes Yorkshire on Wednesday 16<sup>th</sup> May 2018, 3.00pm – 7.00pm at Willerby Methodist Church, Carr Lane, Willerby to discuss the proposals for approximately 260 new homes south of Great Gutter Lane West, Kirk Ella.

Notices of recent Planning Decisions made by the East Riding of Yorkshire Council

- Erection of first floor extension to rear over existing garage (Amended Plans) - 134 West Ella Road Kirk Ella – **Granted** (*PC response: noted*).
- Erection of canopy to front, first floor extension to side and external render/timber to east and part west elevations – 27 Laxton Garth Kirk Ella – **Granted** (*PC response: noted*).
- Erection of single storey extension to rear – 11 West Ella Way Kirk Ella – **Granted** (*PC response: no objections*).
- Alterations and extensions including erection of two storey extension to (South) side, two storey bay window to front and single storey extension to (North) side – 39 Beverley Road Kirk Ella – **Granted** (*PC response: noted*).
- Erection of single storey extension to rear – 9 Annandale Road Kirk Ella – **Granted** (*PC response: no objections*).
- Erection of a single storey extension to rear and side – 34 Westland Road Kirk Ella – **Granted** (*PC response: no objections*).



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- Erection of single storey extensions to front, side and rear – 3 Green Acres Kirk Ella – **Granted** (PC response: no objections).
- Alterations and extensions including erection of two storey extension to front, erection of single storey extensions to front and side, installation of roof lights to front and side, construction of Juliet balcony to side and erection of ground floor roof canopy to the rear (revised scheme of planning permission 17/03602/PLF) – 12 Allanhall Way Kirk Ella – **Granted** (PC response: noted).
- Alterations to increase roof height of existing rear extension and replacing hip roofs with flat roof including roof lanterns, installation of first floor and ground floor windows to side and external alterations with rendering – 162 West Ella Road Kirk, Ella – **Granted** (PC response: no objections).
- KIRK ELLA CONSERVATION AREA: Horse Chestnut: 4m crown lift and reduce height by 40% to improve shape - 2 Redmore Mews Kirk Ella – **E.R.Y.C. raised no objections** (PC response: no objections).
- TPO RIPLINGHAM ROAD 1986 (REF:227) G4: Cedar; shorten length of lowest branch by 4m as has grown phototropic as illustrated and presents a risk to property, T2 Conifer: fell as outgrown location, T3 Beech: remove lowest limb as illustrated - Walney House 12 West Green West Ella – **Granted** (PC response: no objections).
- Erection of building to house indoor manege – Stables And Livery 33B Great Gutter Lane West – **Granted** (PC response: no objections).
- Variation of condition 2 (approved plans) for planning application 16/04185/PLF – Kirk Ella Stores 1 Packman Lane Kirk Ella – **Granted** (PC response: one of the oldest buildings in the centre of the conservation area of Kirk Ella and will completely spoil the well preserved design of the properties that are attached to No.1. Alterations and replacements to properties in conservation areas should be like for like, in other words as 'previous works have shown').

2510 Events

First World War Centenary - Clerk had contacted St. Andrew's Church office about its plans to mark the occasion. The Chairman asked members to consider ways in which the Parish Council could commemorate the centenary.

2511 Environment

Kirk Ella

Land between school and former electric sub-station site - Site meeting Cllr. E. Robinson and Mr. Tony Capraro to discuss work required.

Snicket Wolfreton Garth to Beverley Road – Due to be reviewed by E.R.Y.C. 2019-20.

Yorkshire Water boundary Beverley Road – Ongoing (Clerk).

Beverley Road/South Ella Drive Flood Works – Dealt with by Cllr. E. Robinson.

Position of Salt Bin Wolfreton Garth – Ongoing, looking for alternative location.

Collection of leaves Pine Meadows and Beverley Road – E.R.Y.C. had advised Cllr. S. Horton this had been done.

West Ella

Dog fouling notices can be requested by residents 01482 396301. Cllr. S. Horton to spray yellow dog stencils on pavements.

Salt bin on corner of The Fairway/Elveley Drive – Ongoing, Cllr. E. Robinson.

Painting of sewer vents – Ongoing, Clerk.

West Ella Road footpath from last bus shelter to boundary with Swanland – Ongoing, Clerk.

West Ella Road footpath alongside Golf Course – Ongoing, Clerk.

Verge markers – Ongoing, Cllr. J. Bailey.

Black street lamps in West Ella need washing – Clerk to report to E.R.Y.C.

Bus stops need washing and one replacing – Cllr. J. Bailey to pursue.





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Special Expenses - Cllr. S. Horton is currently dealing with the long path, King George Playing Field and the problems with the shrub bed and footway at the head of Pine Meadows.

2512 Highways

E.R.Y.C. Local Transport Plan (LCWIP) 2018-2029 - The Clerk presented the latest draft of the LCWIP covering the programme of works for 2018-2021 in Kirk Ella and West Ella as described in section 8 of the document. After discussion, this was subsequently approved and signed by the Chairman.

2513 Date and Time of Next Meeting - The next meeting is scheduled for Monday 11<sup>th</sup> June 2018, 7.00pm at Kirk Ella St. Andrews Community Primary School, West Ella Road, Kirk Ella.

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Chairman's Signature – 11<sup>th</sup> June 2018

Meeting closed at 9.31pm.