

GOODMANHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held on 4th January 2023 at The Fiddle Drill, Manor Farm, Goodmanham

Attendance: Liz Stephenson (Chair), Richard Cooper, Fran Preston, Christine Sawyer, Sarah Gillard, Chris Buswell, Anita Greener, Mary Rook
 ERYC Cllr Hammond
 Jeremy Sherlock (Parish Clerk); 1 member of the public

81. Apologies, Dispensations and Declarations

None

82. Public Session – Cllr Hammond advised that he had held further discussions with Highways regarding issues in Goodmanham. These discussions are minuted under item 86 below.

Cllr Hammond will ask for the footpath at the lower end of the village to be put into a maintenance programme as it is in poor condition.

It was advised that a researcher who is interested in the use of chalk as a building material will be visiting the village and would be interested in visiting properties where this material is being used. The Clerk will put this on Facebook to see if any owners are interested in participating.

83. Minutes of the Meetings held on 2nd November 2022

Resolved that the minutes of the meeting of 2nd November 2022 be approved

84. Matters arising – the chair advised that the working party had carried out a significant amount of clearance and tidying at the Car Park. The Clerk advised that 2 resident passes for London Terrace had been requested. Signs will be erected shortly, and passes issued.

85. Budget and Precept – the Clerk had prepared a draft budget for 2023-24. This included 3 Precept options for consideration. The Precept figure needs to be submitted to ERYC by 20th January 2023. Option A would keep the precept at the current level. Option B would result in a charge increase similar to the anticipated ERYC increase (4%). Option C would require a c 7% increase to the charge.

A number of issues were considered:

- a. The Tax Base has reduced from 123.9 to 121.3 which means that Council income from the Precept would reduce if the charge stayed the same.
- b. The Council have previously agreed to use £2,000 of the windfall funds to mitigate precept increases. The outturn forecast for 2022-23 would require £319 of this budget. The impact on the 3 options is as follows – Option A - £653; Option B - £553; Option C - £453.
- c. The budget for the Working from Home allowance has been transferred from staffing to administration, in line with proper accounting practice. This explains changes to these budgets between the original budget and outturn.
- d. It is recommended by NALC that the revenue reserve should be a minimum of 25% of the precept income. This has resulted in an adjustment to this figure compared to previous years. There may be a need to use some of this if there is a contested election, as the Parish would be charged (there is no charge for an uncontested election). Unfortunately, ERYC are unable to forecast what the charge would be.

It was commented that the Clerk's salary represented more than half of the current precept.

In light of current circumstances (cost of living/ inflation) it was felt that Option B was appropriate as this covers more Council core costs without requiring a large increase to Council Tax payers.

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 Chair's initials

BUDGET 2023-24	Income and Expenditure 2021-22	Original Budget 2022-23	Forecast Outturn 2022-23	Budget A 2023-24	Budget B 2023-24	Budget C 2023-24
General Funds						
Carry forward	£10,247	£5,200	£5,489	£4,230	£4,230	£4,230
Precept	£3,750	£4,100	£4,100	£4,100	£4,200	£4,300
VAT Recovery	£845	£300	£200	£300	£300	£300
Interest	£35	£35	£30	£40	£40	£40
Grant			£500			
Donations			£100			
General Funds Total	£14,877	£9,635	£10,419	£8,670	£8,770	£8,870
Budget Head						
Revenue Reserve	£1,000	£1,000	£1,000	£1,025	£1,050	£1,075
Staffing	£2,565	£2,650	£2,412	£2,533	£2,533	£2,533
Maintenance	£633	£750	£800	£950	£950	£950
Administration	£711	£900	£1,100	£1,250	£1,250	£1,250
Insurance	£334	£350	£337	£360	£360	£360
Projects	£4,424	£500	£1,538	£0	£0	£0
Project Reserve		£3,485	£3,232	£2,552	£2,627	£2,702
	£9,667	£9,635	£10,419	£8,670	£8,770	£8,870

Resolved that Budget Option B be approved with a Precept of £4,200 for 2023-24

86. Highway Proposals – Cllr Hammond advised that he had spoken to Highways with regard to the white lining proposals drawings. The capacity of the team who do this work has been reduced from 7 to 2 due to illness and vacancies. However, it is programmed for 2023-24.

Concerns were expressed about delay as the situation is deteriorating. Poor parking is now eroding the verge on the pavement side, which will affect the pavement. Some cones have been put up to discourage parking in this area, but this is not a long-term solution. Use of kerbing, planters or bollards was discussed. Cllr Hammond advised that he would ask the Highways to arrange for this to inspect this further, consider the options, and feed back. He will speak to Carl Skelton, Head of Highways.

87. Land at end of Red Lane – At the last meeting it was agreed that the Clerk would meet with a group of Councillors to discuss the proposal to install an additional bench at the end of Red Lane to commemorate the late Queen. The Clerk met with Cllrs Rook, Greener and Buswell on 9th December. From this meeting the following was recommended:

- a. The preferred location for a bench.
- b. There would be the need to remove some shrubbery from the site so this bench had a view. This could be done by a working party.
- c. The bench should be recycled plastic to minimise future maintenance implications.

The clerk has identified a number of options for a bench. The group considered that the design attached was the most similar to the existing bench. The total cost would be up to £906.24. The bench would need to be fitted to a concrete or paving base which would be an additional cost.

The land is highway land, and falls within the Market Weighton Town Council (MWTC) boundary. ERYC highways and MWTC have both confirmed that they have no objections to the proposal. The Clerk was asked to contact MWTC to see if they would contribute to the cost as it falls within their boundary.

There is an adequate balance in the Projects Reserve to fund this bench.

It was agreed to install the bench. The Chair had identified some cheaper options. It was agreed that the Clerk would circulate some options for consideration before any Order was raised. The Chair advised that Manor Farm would arrange for the base to be constructed.

Resolved that a Queen Elizabeth II Memorial Bench be erected on the lands at the end of Red Lane at a maximum cost of £700 with the Clerk authorised to submit an Order following consultation with Councillors on the preferred design.

88. Garden Waste Sacks – it had been agreed in principle at the last meeting to acquire a stock of heavy-duty garden waste sacks for resident use (one per household). The Clerk advised that these could be acquired for c £60.

Resolved that 25 heavy duty sacks be acquired for up to £60

89. King's Coronation – it has been announced that the Coronation will take place on Saturday 6th May with Monday 8th May being a Bank Holiday. It was agreed that an event would be a good idea. The new Events group were asked to consider ideas to allow further consideration at the next meeting.
90. Revised Standing Orders – the Clerk had circulated proposed revised Standing Orders which proposed changes to Section 17. The changes would affect Contracts in excess of £25K so would rarely affect the Council.

Resolved that the revised Standing Orders be adopted.

91. 2022-23 Pay Award – NALC/ SLCC have advised that the JNC pay rates have been adjusted from 1st April 2022 to take account of a recent pay award which is as follows:
- With effect from 1 April 2022, an increase of £1,925 on all NJC pay points 1 and above.
 - With effect from 1 April 2023, an increase of one day to all employees' annual leave entitlement.

The Clerks pay is based on Scpt 20 in the JNC rates. Using NALC published pay rates this hourly rate has increased from £13.75 to £14.75 (£1.00 per hour). The monthly implication is shown in the table below:

Payments	Units	CURRENT		NEW	
		Rate	Amount	Rate	Amount
Salary	12	£13.75	£165.00	£14.75	£177.00
Holiday Salary	1.368	£13.75	£18.81	£14.75	£20.18
Home Office allowance	1	£26.00	£26.00	£26.00	£26.00
TOTAL			£209.81		£223.18

This results in an increase of £13.37 per month (£160.44 per year) giving a total annual Clerk's cost to the Council of £2,678.16 for 2022-23. The budget provision for 2022-23 includes £2,412 to cover the salary and holiday pay, and £312.00 in the Administration budget to cover the Home Office Allowance.

The Award includes an additional day's leave from 1.4.23. The current Contact includes 12 hours Annual Leave plus Bank Holidays. It was agreed to retain this level as it had been individually determined for this post.

Resolved that:

- The pay award of £13.37 per month be confirmed, backdated to 1st April 2022.**
- No changes be made to the leave entitlement**

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Chair's initials

92. Planning**Proposed Submission East Riding Local Plan Update**

Following the last meeting the Clerk had circulated a report on the implications of this Plan on Goodmanham as any submissions were required by 5th December 2022. The Clerk did not recommend the need to make any representations as there are no detrimental issues for Goodmanham. Comments from Councillors agreed that no representations were needed.

Applications for consideration

22/03820/TCA | GOODMANHAM CONSERVATION AREA - Crown reduce 1 no. Sycamore tree (T84) by reducing 1 no. 8 metre branch by 2.4-3.2 metres (30-40%); Crown reduce 1 no. Sycamore tree (T364) by 6 metres from road; Crown reduce 1 no. Sycamore tree (T374) by 4 metres to west to minimise load over highway; Crown reduce 1 no. Common Beech tree (T376) by removing 1 no. branch back to collar; Crown reduce 1 no. Sycamore tree (T378) by target pruning 4 metres from canopy over the road at Hall Garth, Goodmanham Road

Resolved that no observations be made**Applications approved by ERYC**

22/02994/PLF - Erection of a two-storey extension to rear following part demolition of existing rear dwelling at Manor Farm, Main Street

93. Finance

- a. **Clerk's Finance Report** - The current balance is £5373.44. A copy of the accounts and reconciliation had been circulated.

At the moment Council funds are held in an interest paying account with TSB. Interest rates are currently 0.65%. The Council also has a Business Account with TSB which pays no interest, but there are currently no funds in this. Interest rates have been so low there had been little merit in considering other investment options. However, interest rates have begun to increase and I have identified an easy access Business Savings Account that offers 2% interest (Aldermore) which would generate c £80 additional interest over 12 months.

It was felt that the opening of an additional Account would complicate financial management and scrutiny for modest financial gain.

Resolved that:

1. **The Financial Situation be noted**
2. **No changes be made to existing banking arrangements**

b. **Payments**

M Rook	Pansies	£33.00
C Sawyer	Topsoil	£30.00
J Sherlock	Salary	£147.21
HMRC	Tax	£36.60
J Sherlock	Home working expenses	£26.00
SLCC	Subscription	£73.00
Hull Christmas Trees	Christmas Tree	£149.00
Vizcom	Signs	£87.55
J Sherlock	Salary	£147.21
HMRC	Tax	£36.60
J Sherlock	Home working expenses	£26.00
Information Commissioner	Data Protection fee	£35.00

c. **Income**

TSB	Interest	£3.03
TSB	Interest	£2.96

94. Councillors Reports

Cllr Sawyer asked if the Emergency Plan was up to date. The Clerk will review and report back.

Cllr Rook advised that the Mill Beck bridge on Red Lane was silted up. Cllr Hammond advised that he will rise this with Highways.

95. Clerks Report (for information) - none

96. Agenda Items for Next Meeting – Highway issues, Coronation

97. Date and time of next meeting –Wednesday 1st March 2023 at 7:00pm at the Fiddle Drill, Main Street, Goodmanham

..... Signature of Chair

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Chair's initials