

GOODMANHAM PARISH COUNCIL

Minutes of the Meeting held on 9th September 2024 at The Fiddle Drill, Manor Farm, Goodmanham

Attendance: Cllrs Liz Stephenson, Christine Sawyer, Mary Rook, Chris Buswell, Anita Greener, Tony Warnock-Smith
 Parish Clerk Jeremy Sherlock
 2 members of the public

42. Apologies, Dispensations and Declarations

Apologies – Cllr Fran Preston

43. Public Session

The next major event organised by the Events Committee will be Bonfire celebrations. A Risk Assessment will be produced for the Clerk who will notify the Council's Insurers. It was queried whether biodegradable fireworks had been used as last year's left plastic waste.

The planning application for glamping at The Willows had been withdrawn. An application will be submitted shortly for an annexe to provide accommodation for family members.

44. Minutes of the Last Meeting held on 8th July 2024

Resolved that the minutes of the meeting of 8th July be approved

45. Matters Arising – none.

46. Windfarm Fund – ideas for a grant application to the Windfarm Fund were considered. The Chair will attend a meeting with the fund manager to discuss what may receive funding. The following was discussed:

Village Noticeboard – it was agreed that a village (rather than a parish) noticeboard would be useful. The best location would be in the lower part of the village where people walk past. This would need to be managed.

Bench, Red Lane – there is some rot, but it was agreed that this should be repaired.

Speed Indicators – could the PCC grant be matched?

Picnic Table, car park – the second table that was removed could be replaced, though need/ demand was questioned.

Improvements to car park boundary – the boundary slope on the north side could be improved, though this would need exploring further.

The closing date for applications is 30th October 2024, so the Clerk will need to submit an application in consultation with Councillors prior to the next meeting.

Resolved that the Clerk submit a Windfarm application following consultation with Councillors.

47. Speed Indicators – Humberside Police and Crime Commissioner (HPCC) has recently launched a trial where parish and town councils can apply for a share of £25,000 (available up until the end of March 2025) to fund 50% of the purchase and installation of your own SIDs signs in line with the specification for use on the public highway. Suppliers have not been approached, but it would appear that the capital cost would be a few thousand pounds. There would also be a cost for an electricity supply. ERYC have issued guidance which would need to be considered. ERYC have also advised that there would be an annual maintenance cost of up to £300. To progress this there would be a need to agree sites with ERYC.

It was agreed that there were speeding issues from Goodmanham Road and Cross Gate and that the SIDs should be explored further, though there were concerns about the potential cost to the Parish.

Resolved that Clerk explore the provision of SIDs and report back to the next meeting

48. Gazebo grant approval – Do It All East Yorkshire – a Do It All East Yorkshire grant of £4,650 has been approved by ERYC for the acquisition of a Gazebo as accommodation for future events. This is due to be delivered shortly. The Events Group have identified an additional feature which would allow the Gazebo to be erected on gravel as well as grass. The additional cost is £600+VAT., giving a total cost of £6,300 inc VAT). It is not possible to increase the grant so this needed to be funded out of the Events balance which currently stands at £1,627.59. Following consultation with Councillors an Order was issued to include this feature using previously approved delegated powers for Events funding.

The Clerk had reviewed Cash Flow and confirmed that this expenditure can be managed as the VAT can be recovered in October, and the grant balance in November/ December.

The Clerk has designed a form to be used at events to get information needed for the monitoring which is attached. In addition, there is a requirement to have Safeguarding and Environmental Policies. These are covered in other items on this agenda.

The Gazebo has been added to the Council's Insurance policy at no additional cost, and added to the Asset Register.

It was agreed that the Gazebo should only be used for activities organised by the Parish Council and/ or the Events Group

Resolved that

1. **the action of the Clerk in submitting an Order to acquire the Gazebo at a cost of £6,300 plus VAT be endorsed**
2. **the Gazebo should only be used for activities organised by the Parish Council and/ or the Events Group**

49. Safeguarding Policy - the Clerk had prepared a Safeguarding Policy for the Council based on a SLCC template. This is a condition of the above grant approval.

Resolved that Safeguarding Policy be approved

50. Environmental and Sustainability Policy - the Clerk had prepared an Environmental and Sustainability Policy for the Council based on a SLCC template. This is a condition of the above grant approval.

Resolved that Environmental and Sustainability Policy be approved

51. Domain Name – the government are encouraging Parish Councils to move to a .gov Domain name for the website and emails. There is currently a grant of £100 available to facilitate this process. This grant is available in 2024 for 1000 Councils. The recent ERNLLCA newsletter indicated that the current budget will last until around February 2025. The government has also reduced the wholesale price of a .gov.uk Domain Name to £10+VAT. The government currently have a dedicated team supporting this process, who have produced a guide to the change process. This change is also being encouraged by NALC and is included in the 2024 Joint Practitioners Audit Guide (which is produced by NALC and SLCC with support from the government and National Audit Office).

To assist with compliance with the General Data Protection Regulations (GDPR), it is advised that clerks provide official .gov.uk email accounts to their councillors, which must only be used for official council business.

There is no compulsion for a Parish Council to do this.

The guidance advises the importance of using .gov.uk domains for websites and emails for the following reasons:

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1. Your community, suppliers and partners will now reasonably expect a local council to have a .gov.uk domain name as this is a trusted government brand.
2. It would separate personal life from your professional life, ensuring members of your community, partners and suppliers understand what capacity you are emailing them in - whether a Councillor or Clerk.
3. Increased control for the Responsible Officer over email accounts and documentation when managing new joiners, leavers, sudden absences or Freedom of Information and Subject Access Requests.
4. Peace of mind that your .gov.uk Parish Council domain will never be sold to someone else if it is not renewed on time, which can happen with .co.uk, .org.uk and other commercial domains.
5. Additional security measures, as all .gov.uk domains are checked for any cyber vulnerabilities by the Cabinet Office and reported to the Responsible Owner, or your technical point of contact, so they can be fixed.

The current website was set up by ERYC and is hosted by Easily at a cost of £20 every 2 years. ERYC do not provide active support for the website, but it has proved fit for purpose. The Council currently uses a .live.co.uk email address which is free. Councillors use personal email addresses.

The Council could consider all or some of the following:

1. Changing the Parish Council website to .gov.uk
2. Changing the Council email to .gov.uk
3. Providing .gov.uk Councillor email addresses
4. Alternatively, it could maintain the current arrangement.

The government have provided some indicative costs for the change:

1. Domain name - £25-£70
2. Change website name - £35-£100pa
3. Email (to include emails for all Councillors)- £50-£250pa

Further exploration would be needed to identify actual costs. The costs above will include services to larger Councils.

The government have identified 36 "Approved Registrars" (consultants) to assist Councils make this change. Only they can draw down the government grant. The Council would need to draw up a specification setting out what it is seeking to achieve, and run a tender process with at least 3 "Approved Registrars". This process would not commit the Council to proceed, but would provide more accurate costings.

Resolved that the Clerk to explore the use of a .gov.uk Domain Name and report back to the next meeting

52. Car Park – the Clerk reported that the space markers had been put in place with the assistance of Cllr Rook. They appear to be making some difference. The surface repairs have not yet been carried out. The Clerk will chase the Contractor.
53. Land at end of Red Lane – a meeting had been held with ERYC who agreed to clear away the overgrown vegetation. It was agreed the site looks a lot better. It was reported that a branch had broken in the recent storm and was now hanging over the site. The Clerk will ask EERYC if it can be removed.
54. Defibrillator Training – the Clerk advised that he had been contacted by one resident regarding the training. It was agreed to promote again as interest was expected to be higher, and would be useful to be in place for events.
55. Planning

Applications for **consideration** by ERYC (*with actions taken under delegated powers*)

24/01517/PLF - Erection of detached garage, with installation of entrance door and window to side, following demolition of existing attached garage to side at Taxus Cottage Goodmanham Road

No observations comment submitted (this application has been approved by ERYC).

24/02405/TCA - Rose Villa, Goodmanham Road - remove 1 no. Willow tree (T1) as it has decay/rot at base of stem with previous failure and split stem with weak union; Remove 1 no. group of Ash trees (G1) with large amounts of dead and early onset Ash dieback, and damage due to girdling and included bark union

Resolved that there be no objection to this application, but a request made that there be replacement native trees

56. Finance

a. Financial Situation – The current balance is £8,894.37. This includes the first grant payment from ERYC. A copy of the accounts and reconciliation has been circulated. The Events balance is £1,027.59, (allowing for the £600 contribution to enhance the Gazebo) leaving a general balance of £7,866.78, though the Gazebo acquisition will reduce this to £1,566.78. A revised budget to include the DIEY grant and the contribution from the Events budget was circulated.

BUDGET 2024-25	Original	Revised May	Revised Sept		Original	Revised May	Revised Sept
General Funds				Budget Head			
Carry forward (general)	£3,450	£3,242	£3,242	Revenue	£1,050	£1,050	£1,050
Carry forward (events)	£1,300	£1,265	£1,265	Reserve			
Precept	£4,200	£4,200	£4,200	Staffing	£2,600	£2,600	£2,600
VAT Recovery	£500	£500	£1,550	Maintenance	£1,200	£1,200	£1,200
Interest	£60	£60	£60	Administration	£1,150	£850	£850
Grant			£4,934	Insurance	£370	£370	£355
Donations/ contribution	£1,000	£1,000	£1,000	Projects			£6,300
				Events			£305
				Events reserve	£2,500	£2,500	£1,900
General Funds Total	£10,510	£10,267	£16,251	Project Reserve	£1,640	£1,697	£1,691
					£10,510	£10,267	£16,251

Resolved that

1. the Financial Situation be noted
2. the revised budget be approved

b. Payments

Zurich Municipal	Insurance	£355.32
ERNLLCA	Training	£48.00
J Sherlock	Salary	£168.55
HMRC	PAYE	£42.00
J Sherlock	Home working expenses	£26.00
Computercare	Laptop repair	£36.00
J Sherlock (expenses)	Norton Virus Check	£49.99
J Sherlock (expenses)	Hazard Tape	£9.58

c. Income

TSB	Interest	£8.98
ERYC	Grant	£2,325.00

57. Councillors Reports – Cllr Sawyer advised that the fence between 12 and 13 Edwin's Garth is leaning and obstructing the footpath. The Clerk has reported this to ERYC footpaths, but will also report to Housing. The car park at the rear of the bungalows also needs maintenance which the Clerk will also report.

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Cllr Sawyer advised that the SLOW signs at the Nursery Hill corner had been worn away.

- 58. Clerks Report (for information) – there is an ERYC “Parish Open Door” meeting on 24.10.24 at South Cave.

There is a consultation regarding ERYC Council Tax Support. This is a complex issue and it was agreed that it was not appropriate for the Parish Council to respond.

Information has been received about Community Energy Fund grants. These are for feasibility. It was agreed that currently there are no suitable project ideas.

Correspondence has been received from a consultant regarding Neighbourhood Planning. The Clerk advised that there would be limited benefit to Goodmanham as existing policies mean that there will be little development. It was agreed that the benefits would not justify the costs/ time.

- 59. Agenda Items for Next Meeting – Windfarm Grant, Domain Name, SIDs, Feedback from Bonfire
- 60. Date and time of next meeting –Monday 11th November 2024 at 7:00pm at the Fiddle Drill, Main Street, Goodmanham

..... Signature of Chair

