

GOODMANHAM PARISH COUNCIL

Minutes of the Annual Meeting held on 12th May 2025 at The Fiddle Drill, Manor Farm, Goodmanham

Attendance: Cllrs, Mary Rook, Chris Buswell, Anita Greener, Zoe Shinkins, Nigel Hammond
 Parish Clerk Jeremy Sherlock;
 ERYC Cllrs Cary, Hammond and West (after item 11)
 1 member of the public

Cllr Rook in the Chair

1. Appointment of Chair and Declaration of Acceptance of Office – Cllr Rook was nominated and seconded.

Resolved that Cllr Rook be elected as Chair

Cllr signed the declaration.

2. Appointment of vice Chair and Declaration of Acceptance of Office – Cllr Tony Warnock-Smith was nominated and seconded.

Resolved that Cllr Warnock Smith be elected as vice-Chair

As Cllr Warnock-Smith is on holiday the Clerk will arranged for him to sign the declaration on his return.

3. Apologies, Dispensations and Declarations

Apologies – Cllrs Liz Stephenson, Fram Preston, Tony Warnock-Smith

4. Public Session

None

5. Minutes of the Last Meeting held on 13th May 2025

Resolved that the minutes of the meeting of 13th May 2025 be approved

6. Matters Arising - None

7. Code of Conduct, Standing Orders and Financial Regulations – the Clerk advised that there are no proposed amendments for the Code of Conduct. NALC have issued an updated Model Financial Regulations and Standing Orders.

Resolved that the Code of Conduct be readopted, and revised Standing Orders and Financial Regulations be adopted.

8. Asset Register – an updated Register had been circulated.

Resolved that the revised Asset Register be approved

9. Annual Return 2024-25 – the Annual Return for 2024-25 and the Internal Audit report had been completed and circulated. No issues were raised in the Audit Report. As the Council has an income and expenditure of less than £25K there is no longer a requirement for an External Audit, but the Council needs to certify this exemption. The Council must consider the Governance Statement before considering the Accounting Statements. The Risk Assessment was most recently updated in July 2024.

Total income in 2024-25 was £15,760 and expenditure was £17,970. Income and Expenditure have both increased significantly due to the Events activity and purchases following grant approvals. Additional income of £2,432 (Speed Sign Grant/ VAT) will be received in early 2025-26.

Events income and expenditure is managed and monitored separately but forms part of the Accounts. The Parish Council undertakes all the expenditure so can recover VAT, but needs to cash flow this expenditure as recovery is retrospective. The Events balance at the end of 2024-25 was £1,912.

Excluding Events the “core” balance reduced from £3,141 to £385. However, the additional income indicated above which will be claimed in 2025-26 gives a balance of £2,817. The balance reduction is largely due to the contribution to the Speed Sign. The deferred grant/ Vat income made cash flow tight though manageable.

This is the second Internal Audit carried out by Stuart Davies. He was very prompt and produced an appropriate report.

Recommended that:

- 1. The Exemption Certificate for 2024-25 is signed by the Chair and Clerk**
- 2. The Annual Governance Statement for 2024-25 be approved and the Chair and Clerk be authorised to sign**
- 3. The Accounting Statements for 2024-25 be approved and the Chair and Clerk be authorised to sign.**
- 4. Stuart Davies be reappointed as External Auditor for 2025-26**

10. Staffing Committee – the Clerk advised that ERLCA advise that Councils have a standing Staffing Committee that can meet at short notice to deal with urgent issues. It was agreed that this was not necessary could be done by the whole Council.
11. East Riding of Yorkshire Council – VE Day Community Fund – the Clerk advised that an application to the fund for £366.91 had been successful. As the date was before this meeting, the Clerk had used delegated powers to acquire the relevant goods at a cost of £442.87. This includes some VAT which can be recovered, with a small balance met from the Events Reserve.
12. Boundary Commission draft recommendations for new Wards in East Riding of Yorkshire – with the closing date for comments being before the meeting the Clerk submitted comments following consultation with Councillors. These recommended the inclusion of Goodmanham in the new Weighton and Holme Ward rather than Beverley Rural Ward as the village has its main links with Market Weighton. ERYC have made similar comments.

Resolved that the submission made by the Clerk that Goodmanham be included in the Weighton and Holme Ward be endorsed

13. Bench and Noticeboard – following a site meeting it had been agreed to relocate the litter bin at the Cross Gate corner to accommodate the bench. The additional cost was £200 which was approved by the Clerk to allow the installation to proceed.

It was agreed that use of the Noticeboard would be limited to the Parish Council, Events Group, and Community Events (including those organised by local businesses). No political notices will be permitted. Keyholders will be the Clerk and Councillors Preston, Rook and Warnock-Smith.

Resolved that:

- 1. The action of the Clerk in approving the additional £200 for the bin relocation be endorsed**
- 2. The arrangements for the use of the Noticeboard be agreed**

14. Events – the next Events are Party in the Park in June, Cheese and Wine in September, and Fireworks in November. The Clerk had been given a Events template by the Events Officer at Hull CC. It would be agreed that it would be useful to use this for future events as it provided a framework for organisers and a record for the Parish Council.
15. Delegated Powers – Planning and Events – the Parish Council have granted the Clerk delegated powers for Planning and Events. The Clerk felt these should be subject to annual Review.

Resolved that:

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Chair's initials

1. The Clerk be authorised to submit comments (following consultation with Councillors) on planning applications on behalf of the Council when the consultation deadline falls between meetings unless there are differing views when an extraordinary meeting will be arranged
2. The Clerk be authorised to make payments from the events Reserve at the request of the Events Committee up to the limits set out in the Financial Regulations.

16. Planning

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

25/00420/PLF Erection of a detached outbuilding (Retrospective) at The Willows Goodmanham Road - **No objection** comment submitted 26.3.25.

25/00659/VAR - Variation of Condition 7 (approved plans) of planning permission 24/03587/VAR (Variation of Condition 9 (approved plans) of planning permission 16/00185/PLF (Erection of two dwellings following the demolition of redundant agricultural buildings) to allow the installation of rooflights to east and west facing roof slopes of Dwelling 1 to create additional living accommodation at first floor level at Church Farm Church Side – **No objection** comment submitted 15.4.25.

25/00872/PDF - Erection of timber out building to form garden storage and workshop at Newt House, Church Side – as this application had only just been received it was agreed to allow councillors further time for consideration, with the Clerk commenting using delegated powers.

Applications **approved** by ERYC

25/00420/PLF Erection of a detached outbuilding (Retrospective) at The Willows Goodmanham Road

25/00659/VAR - Variation of Condition 7 (approved plans) of planning permission 24/03587/VAR (Variation of Condition 9 (approved plans) of planning permission 16/00185/PLF (Erection of two dwellings following the demolition of redundant agricultural buildings) to allow the installation of rooflights to east and west facing roof slopes of Dwelling 1 to create additional living accommodation at first floor level at Church Farm Church Side

17. Finance

- a. Financial Situation – the current balance is £8,502.32. A copy of the accounts and reconciliation had been circulated. This includes VAT and Precept income. The Speed Sign grant has not yet been received. An invoice for the Speed Sign installation is awaited which will be subject to another grant claim. The Events balance is £2,225.78, leaving a general balance of £6,276.64. The grant approved for VE Day will need to be claimed in arrears.
- b. Budget – the Clerk had prepared a revised budget to take account of the significant expenditure and income at the end of the last Financial Year, after the approved budget had been prepared. Expenditure on the Speed Sign and Bench/Noticeboard have utilised the Projects reserve so future project expenditure will need to be funded through grants or additional Precept.

BUDGET 2025-26	Income and Expenditure 2023-24	Original Budget 2024-25	Outturn 2024-25	Approved Budget 2025-26	Revised Budget May 2025	Budget Head	Income and Expenditure 2023-24	Original Budget 2024-25	Outturn 2024-25	Approved Budget 2025-26	Revised Budget May 2025
						Revenue Reserve	£1,050	£1,050	£386	£1,150	£977
General Funds						Staffing	£2,527	£2,600	£2,625	£2,678	£2,678
Carry forward (general)	£4,427	£3,450	£3,241	£2,740	£385	Maintenance	£894	£1,200	£995	£1,170	£1,170
Carry forward (events)	£79	£1,300	£1,265	£1,850	£1,912	Administration	£1,045	£1,150	£1,135	£1,220	£1,220
Precept	£4,200	£4,200	£4,200	£4,600	£4,600	Insurance	£350	£370	£355	£390	£390
VAT Recovery	£447	£500	£1,200	£500	£1,900	Projects	£894		£11,564		£2,865
Interest	£64	£60	£76	£80	£80	Events	£1,485		£1,294		£577
Grant	£500		£7,199		£2,400	Events reserve	£79	£2,500	£1,912	£3,350	£3,200
Donations/ contribution	£1,932	£1,000	£3,085	£1,500	£1,500	Project Reserve	£3,375	£1,640		£1,312	
Sale					£300						
							£11,699	£10,510	£20,266	£11,270	£13,077

- c. Savings - Hinckley & Rugby Building Society has launched new savings accounts designed specifically for Town and Parish Councils with higher interest rates than through the existing account. It was agreed that the additional income is too modest to justify additional financial management, particularly as a term deposit would be unsuitable for cash flow reasons.
- d. Regular Payments - the regular payments schedule for 2025-26 had been circulated. The costs are based on 2024-25 figures. The costs for Speed Sign relocation (£200) and Domain Name (£90)

Resolved that:

- 1. The financial situation be noted**
- 2. The revised budget be approved**
- 3. No action be taken regarding a savings account**
- 4. The regular payments schedule be approved and the Clerk authorised to make payments included in this schedule.**

e. Payments

J Sherlock	Salary	£175.23
HMRC	PAYE	£43.60
J Sherlock	Home working expenses	£26.00
Samuel Dawson	Live Music	£150.00
Mary Rook	Expenses (flowers)	£100.00
ERNLLCA	Training	£48.00
Greenbarnes	Noticeboard	£1,174.84
Stocksigns	Speed Indicator Device	£3,282.00
NBB Recycled Furniture	Bench	£444.00
Greenbarnes	Posts	£363.54
J Sherlock	Salary	£175.23
HMRC	PAYE	£43.60
J Sherlock	Home working expenses	£26.00
ERNLLCA	Membership fee	£316.85
Wilson Services	Car Park works	£300.00
Mr Stuart Davis	Audit	£62.80
Gilliat Construction	Bench and Noticeboard installation	£970.00

f. Income

Bielby PC	Contribution (SID)	£1,015.75
ERYC	Grant	£2,265.00
TSB	Interest	£5.98
Social Beer and Bread Night	Events fundraising	£420.50
Market Weighton TC	Grit Bins sale	£300.00
Village Quiz March	Events fundraising	£103.00
HMRC	VAT Recovery	£1,064.40
ERYC	Precept	£4,600.00

18. Councillors Reports – Cllr N Hammond advised that more of the footpath fence next to Edwin's Garth was falling down. The Clerk will raise this with ERYC Housing.

Cllr Greener advised of issues with dog fouling. The Clerk will contact the dog warden. The Chair will explore use of the pavement template.

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Chair's initials

A number of Councillors raised concerns about grass cutting.

As the ERYC had come from a different PC meeting they had missed the public session, so the Chair agreed that they could report at this point:

The proposed yellow lines at the pub corner are in Highways work programme this year. They will be subject to formal consultation.

An additional 58 Police Officers will be appointed in Humberside.

The Do it All Easy Yorkshire Fund is open for applications

A consultation on the Local Nature Recovery Strategy is open

19. Clerks Report (for information) – it had been alleged that the Car Park was being misused by vehicles. It had been inspected and there was no evidence of damage to the surface.

Highways have advised that road markings in Cross Gate will be refreshed this year.

20. Agenda Items for Next Meeting – Risk Assessment

21. Date and time of next meeting – Monday 14th July 2025 at 7:00pm at the Fiddle Drill, Main Street, Goodmanham

..... Signature of Chair