



ANNUAL MEETING OF THE PARISH COUNCIL

to be held on
Tuesday 7 May 2023 at 7.30pm

at Skidby Village Hall, Main Street, Skidby

AGENDA

- 1. Election of Chairman for the 2023/2025 Municipal Year**
- 2. To receive the Chairman's declaration of acceptance of office or, if not then received, to decide when it shall be received**
- 3. Apologies for absence**
To consider and approve reasons for apologies for absence
- 4. Declarations of Interest – Member Code of Conduct. To record any declarations of pecuniary or non-pecuniary interests by any member in respect of items on this agenda**
- 5. Appointment of Vice Chairman for the 2024/2025 Municipal Year**
- 6. Minutes of the Ordinary Meeting held on 2 April 2024**
- 7. Minutes of the Finance Committee held on 30 April 2024**
- 8. Public Questions**
To allow any members of the public present to raise matters with the Parish Council in respect of items on this agenda. In accordance with Standing Order 3f the period for public questions shall not exceed 15 minutes.
- 9. Police Report**
To receive reports from Humberside Police and ERYC on local crime levels and Anti-Social Behaviour
- 10. Planning Matters**
 - a) Decisions
 - 24/00146/PLF** - Erection of single extension to rear with accommodation in roof space, single storey extension to side, and detached double garage to rear following demolition of existing detached garage, 10 Rowan Garth Skidby – **Withdrawn**

 - 24/00203/PLF** - Erection of single storey extension to side of existing outbuilding, Wayside Cottage Westfield Road Raywell – Approved with conditions
 - b) New Applications
 - 24/00945/PLF - Erection of two storey entrance porch to front, single storey extension to side to link to existing garage, conversion of garage to habitable accommodation, and alterations to windows and doors, Church Farm, Great Gutter Lane West, Willerby.
<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/24/00945/PLF>

 - 24/01005/VAR - Variation of Condition 3 (approved plans) of planning permission 23/02435/PLF (Erection of detached garage) to allow for relocation of the staircase from inside to outside, 41 Main Street, Skidby
<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/24/01005/VAR>

24/00847/PLF - Erection of single storey extension following demolition of existing conservatory to rear, 66 Main Street Skidby

<https://newplanningaccess.eastriding.gov.uk/newplanningaccess/PLAN/24/00847/PLF>

24/00480/PLF - Siting of 2 steel shipping containers to be used as workshop and storage in connection with the existing use of land for the keeping of horses including excavation of land to allow partial below ground level siting of containers and construction of rain garden, Land South West of 121 Main Street, Skidby

- c) Urgent Planning Applications received after the publication of the agenda

Governance issues

11. Review of Committee Terms of Reference

- a) Finance Committee
- b) Cemeteries Committee
- c) Personnel Committee
- d) Playing Fields Committee

12. Election of Committees for the Municipal Year

- a) Finance Committee (4 members plus Chairman and Vice Chairman)
- b) Cemeteries Committee (4 members plus Chairman and Vice Chairman)
- c) Personnel Committee (4 members plus Chairman and Vice Chairman)
- d) Playing Fields Committee (5 members plus Chairman and Vice Chairman)

13. Appointment of members to Working Parties

- a) Neighbourhood Plan
- b) Events/Projects

14. Appointment of representatives to other bodies for the 2024/25 Municipal Year

- a) Skidby Village Hall Committee (1 representative)
- b) ERNLLCA District Committee (2 representatives)
- c) Dogger Bank South (DBS) Local Liaison Committee
- d) Biowise Liaison Group

15. To agree authorised signatories for payments

16. To agree the appointment of Public Sector Audit as the internal auditor for 2024/2025

17. Dates and times of meetings for the 2023/2024 Municipal Year

Annual Accounts

18. Internal Auditor's report – To consider the report of the Internal Auditor and agree recommendations to address issues identified

19. Council accounts for the Council Year 2023/24

- a) Bank reconciliation
- b) Payments and Receipts Account
- c) Payment and Receipts Summary – To consider appropriateness of reserves and make recommendations to the Parish Council
- d) VAT Reconciliation – 2023/24

20. Annual Governance and Accountability Return – to consider the completed AGAR for 2023/24 and make recommendations to the Parish Council

- a) To receive the Internal Auditor's report
- b) To consider the Annual Governance Statement 2023/24

- c) To consider the Accounting Statements 2023/24
- d) To note the Explanations of Variances

21. To approve start date for period during which the Parish Council must provide for the exercise of public rights as required by the Accounts and Audit Regulations

22. Update on Flooding Issues

23. Update on Skidby Mill

24. Correspondence and Communications For Decision

- a) ERNLLCA – Training opportunities
- b) Correspondence from resident regarding pitch inspections
- c) Correspondence from resident regarding request to create community orchard on East Green
- d) Accountability with Public Bodies Consultation

25. East Riding of Yorkshire Council Matters

- a) To receive an update from Dale Ward Councillors

26. To receive updates on ongoing projects

- a) Review of Action List

27. Finance Update

- a) Bank reconciliation – 30/4/24
- b) Budget update – 30/4/24
- c) To review the Insurance policy and agree premium for 2024/25
- d) To review the Council's expenditure incurred under s.137 of the Local Government Act 1972 and the guidance for the Small Grants Scheme
- e) To agree direct debit arrangement for payments to Information Commissioner, Business Stream (water) and Scottish Power (electricity)
- f) To agree subscriptions to ERNLLCA and ICCM

28. Accounts for payment

For Approval		Net	VAT	Total
Clerk's Salary	April	401.22	0	£401.22
HMRC	Income Tax/NI	249.60	0	£249.60
L Moore	Grounds Maintenance - April	842.00	0	£842.00
Zurich Municipal	Insurance			£TBA
ERYC	Salt bin Maintenance	49.00	9.80	£58.80
ERYC	Waste collection LWR cemetery	83.58	0	83.58
Public Sector Audit	Internal Audit	480.00	0	£480.00
ICCM	Subscription	100.00	0	£100.00
ERNLLCA	Subscription	690.94	0	£690.94
G O Foster Ltd	Stump removal	50.00	10.00	£60.00
G O Foster Ltd	Ditch clearance	643.50	0	£643.50
Amazon	Signs – LWR cemetery	18.30	3.67	£21.97
npower	Electricity – festive lighting	586.66	29.33	£615.99
East Yorkshire Shutters Ltd	Replace sprung barrel – Playing Fields	546.00	109.20	655.20
For Noting				
Scottish Power	Electric for Pavilion	111.25	5.56	£116.81
Business Stream	Water for cemetery	20.32	0	£20.32
Unity bank	Set-up fee – Multi pay card	50.00	0	£50.00