



**MINUTES OF THE ANNUAL MEETING OF
SKIDBY PARISH COUNCIL
Tuesday 6 May 2025 at 7.30pm**

PRESENT Councillors P Browning, K Haslam, T Hasnip, S Hooker, L Kendall, P Roustoby, L Varey.

Clerk J Price

IN ATTENDANCE: Councillor R Meredith (ERYC), Councillor C Gill (ERYC), James Timm, Head of Strategic Property (ERYC) and 4 Members of the Public

01/25	Election of Chairman for the 2025/26 Municipal Year
	It was proposed by Councillor Hooker, seconded by Councillor Kendall and agreed unanimously that Councillor Varey be elected as Chairman of the Parish Council for the 2025/26 municipal year.
	Resolved: that Councillor Browning be elected as Chairman of the Parish Council for the 2024/25 municipal year.
02/25	To receive the Chairman's declaration of acceptance of office or, if not then received, to decide when it shall be received
	Resolved: that the Chairman's Declaration of Acceptance of Office be received.
03/25	Apologies for absence
	No apologies for absence had been received.
04/24	Declarations of Interest – Members Code of Conduct. To record any declarations of pecuniary or non-pecuniary interest by any member in respect of items on this agenda.
	Councillor Hasnip declared a pecuniary interest in minute 27/25 as one of the payments related to his partner's business and did not take part in the consideration of this item.
05/25	Appointment of Vice Chairman for the 2025/26 Municipal Year
	It was moved by Councillor Varey, seconded by Councillor Hooker and agreed unanimously that Councillor Browning be appointed as Vice Chairman for the 2025/26 Municipal Year.
	Resolved: that Councillor Browning be appointed as Vice Chairman for the 2025/26 Municipal Year.
06/25	Minutes of the Ordinary Meeting held on 1 April 2025
	Resolved: that the minutes of the Ordinary Meeting held on 2 April 2025 be accepted as a true and accurate record and be signed by the Chairman.
07/25	Update on Skidby Mill
	James Timm, Head of Strategic Property, ERYC, attended and provided an update on progress with repairs to Skidby Mill. He advised that orders had been placed to undertake the work, which would take place in two phases. Firstly the cap would be repaired and the sails painted whilst on the ground and then replaced. It was hoped to start the work in early July and complete it by the end of the summer. He confirmed that there was a commitment to complete the work and that permissions were all now in place.

	Resolved: that the report be noted.
08/25	Correspondence from resident reading further incidents on Riplingham Road
	<p>A member of the public attended to request the Parish Council's support for speed reduction measures in Raywell, noting that there have been 4 traffic accidents in the last 6 weeks. Whilst some improvements had been made through the reduction in speed limits, these were not being enforced and were therefore often ignored. He requested support for speed detection or Smiley SIDs which were being part funded by the Police and Crime Commissioner. It was noted that the ERYC policy currently only supported Smiley SIDS in areas with speed limits of 30mph or less.</p> <p>Resolved:</p> <ul style="list-style-type: none"> i. that the Clerk contacts ERYC regarding a change of policy to allow speed reduction measures in areas with higher speed limits, and ii. that an update is sought regarding measures to address repeated accidents at Comberdale Hill.
09/25	Police/ASB report
	<p>No police report had been submitted.</p> <p>Resolved: that the Clerk escalates the request for regular reporting.</p>
10/25	Public Questions
	The Chairman confirmed that public questions had been dealt with under minutes 08/25 and 09/25.
11/25	Update on Flooding Issues
	<p>The Clerk reported that a site meeting had taken place which had agreed the scope of works, following confirmation that the landowner on the north side of Riplingham Road had agreed to work taking place on his land. Councillors discussed the need to get quotes for the work, which needed to take place when the crops had been removed.</p> <p>Resolved: that the Clerk seeks quotations for the proposed works for consideration at the June meeting of the Parish Council.</p>
12/25	Planning Matters
	<p>a) Decisions received</p> <p>25/00378/TCA – SKIDBY CONSERVATION AREA - Re-pollard 1 no. Willow tree (T1) as illustrated back to existing pruning points due to the tree presently encroaching on telephone lines, Main Street Amenity Land, 2 Main Street, Skidby – Raise no objection</p> <p>25/00406/TPO - TPO - RAYWELL NO. 1 - 2008 (REF 1145) A1 - Remove 80 no. Leylandii Cypress trees forming a boundary hedge to replace with mixed native hedgerow that would be more in keeping with the rural location of the site, and to expose the mature native trees beyond and allow them to prosper, Raywell Hall Country Lodge Park, Riplingham Road, Raywell – Refuse Consent</p> <p>Resolved: that the reports be noted.</p>
	<p>b) New Applications</p> <p>25/00866/PLF – Erection of single storey extension to rear, 10 Rowan Garth, Skidby.</p>

	<p>Resolved: that the Parish Council had no objections to the proposals</p> <p>25/00653/PLF - Construction of a new vehicular access and brick piers, West Cottage, Westfield Road, Eppleworth</p> <p>Resolved: that the Parish Council had no objections to the proposals</p>
	<p>c) Urgent Planning Applications received after the publication of the agenda</p> <p>The Clerk reported that no applications had been received.</p> <p>Resolved: that the report be noted.</p>
13/25	Review of Financial Regulations
	<p>The Clerk submitted revised Financial Regulations which had been updated to reflect changes to legislation in relation to procurement.</p> <p>Resolved: that the revised Financial Regulations be approved.</p>
14/25	Review of Standing Orders
	<p>The Clerk submitted revised Standing Orders which had been updated to reflect the changes in Financial Regulations and to simplify the section on Code of Conduct complaints.</p> <p>Resolved: that the revised Standing Orders be approved.</p>
15/25	Review of Committee Terms of Reference
	<p>a) Finance Committee</p> <p>Resolved: that the terms of reference of the Finance Committee be agreed.</p> <p>b) Cemeteries Committee</p> <p>Resolved: that the terms of reference of the Cemeteries Committee be agreed.</p> <p>c) Personnel Committee</p> <p>Resolved: that the terms of reference of the Personnel Committee be agreed.</p> <p>d) Playing Fields Committee</p> <p>Resolved: that the terms of reference of the Playing Fields Committee be agreed.</p>
16/25	Election of Committees for the 2025/26 Municipal Year
	<p>It was proposed that members be elected to committees as follows:</p> <p>a) Finance Committee Councillors Browning, Haslam, Hasnip, Foster, Roustoby and Varey</p> <p>b) Cemeteries Committee Councillors Browning, Foster, Haslam, Hasnip, Roustoby and Varey</p>

	<p>c) Personnel Committee Councillors Browning, Haslam, Hooker, Kendall, Roustoby and Varey</p> <p>d) Playing Fields Committee Councillors Browning, Haslam; Hasnip, Hooker, Kendall, Roustoby and Varey</p> <p>Resolved: that membership of Committees for the 2025/26 Municipal Year be agreed.</p>
17/25	Appointment of members to Working Parties
	<p>It was proposed that members be appointed to Working Parties as follows:</p> <p>a) Neighbourhood Plan Steering Group Councillors Varey, Hasnip and Hooker</p> <p>b) Events/Projects Working Party Councillors Browning, Haslam, Hasnip, Hooker, Kendall and Varey</p> <p>Resolved: that membership of Working Parties for the 2025/26 Municipal Year be agreed.</p>
18/25	Appointment of representatives to other bodies for the 2025/26 Municipal Year.
	<p>It was proposed that members be appointed to outside bodies as follows:</p> <p>a) Skidby Village Hall Committee Councillor Hasnip</p> <p>b) ERNLLCA District Committee Councillors Browning and Varey</p> <p>c) Dogger Bank South (DBS) Local Liaison Committee Councillor Varey</p> <p>d) Biowise Liaison Group Councillor Haslam</p> <p>Resolved: that the appointment of representatives to other bodies for the 2025/26 Municipal Year be agreed</p>
19/25	Authorised signatories of cheques and payments
	Resolved: that Councillors Roustoby, Foster, Browning, Hasnip and Varey be authorised as signatories of cheques and payments for the 2025/26 Municipal Year.
20/25	To agree the appointment of Public Sector Audit as the Internal Auditor for the 2025/26 Municipal Year
	Resolved: that Public Sector Audit be appointed as the Parish Council's Internal Auditor for the Municipal Year 2025/26
21/25	Dates and times of Meetings for the 2025/26 Municipal Year
	Resolved that Ordinary Meetings of the Parish Council take place at 7.30pm on the first Tuesday of each month.
22/25	Correspondence and Communications
	<p>a) Humberside Police – Invitation to Communities Better Together Event - 29 May 2025 The Clerk submitted details of the Humberside Police event.</p>

	Resolved: that Councillor Haslam attends this event on behalf of the Parish Council.
	<p>b) Annual Town and Parish Council Planning Liaison Meetings - 12 & 20 June 2025</p> <p>The Clerk submitted details of the proposed liaison meetings scheduled for June 2025.</p> <p>Resolved: that Councillor Browning attends the meeting on 12 June 2025.</p>
	<p>c) Summary of Dogger Bank D Liaison Group Meeting – 14 March 2025</p> <p>The Clerk reported that the minutes from this meeting had been circulated with the papers for information.</p> <p>Resolved: that the report be noted.</p>
	<p>d) Minutes of Wastewise Community Liaison Meeting – 27th March 2025</p> <p>The Clerk reported that the minutes from this meeting had been circulated with the papers for information.</p> <p>Resolved: that the report be noted.</p>
	<p>e) Query from resident regarding ownership and maintenance of track adjacent to Playing Fields</p> <p>The Clerk reported on a query from a resident regarding maintenance of the track adjacent to the playing fields. Councillors confirmed that this was in private ownership and not the responsibility of the Parish Council.</p> <p>Resolved: that the Clerk advises the landowner of the resident's query.</p>
	<p>f) Request from resident regarding safety of horse riders</p> <p>The Clerk reported on a query from a resident regarding horse signage in the village to deter irresponsible drivers.</p> <p>Resolved: that the Clerk asks ERYC to install triangular warning signs at both ends of Main Street advising of horse riders.</p>
	<p>g) Correspondence from resident regarding further incidents on Riplingham Road</p> <p>The chairman reported that this item had been dealt with at minute 08/25.</p>
23/25	East Riding of Yorkshire Council Matters
	<p>a) To receive an update from Dale Ward Councillors</p> <p>Councillors Meredith and C Gill attended and reported on the forthcoming ERYC AGM; alternative suggestions for funds obtained for weekly brown bin collections; a request for the East Riding News magazine to be reformatted; the excellent performance of Humberside Fire Authority; DIFEY funding; the pilot scheme for speed cameras ; parking issues at Raywell; increase of £250,000 to the highways budget; delays in submission of the Wastewise planning application; the newly elected Combined Authority Mayor; indications that Skidby is likely to be included in the Cottingham North ward and Skidby Mill. .</p> <p>Resolved: that the reports be noted.</p>
24/25	Updates on ongoing Projects

	<p>a) Review of Action List</p> <p>The Clerk submitted the action list which showed progress against agreed actions.</p> <p>Resolved: that the updates be noted;</p>
	<p>b) Library Box</p> <p>The Clerk advised that the application for a grant of £250 from KCOM had been successful, but that she had had difficulties ordering the proposed library box and that reviews of it were poor. She sought suggestions on how to proceed.</p> <p>Resolved: that Turning Corners and Worklink be approached to see if they could produce a box based on designs available to purchase on the internet.</p>
	<p>c) Flag Pole</p> <p>The Clerk reported that the grant application for £500 from ERYC towards VE/VJ Day had been successful. She had consulted the residents around East Green about the proposal for a flag pole on East Green. One resident had voiced concerns about the impact on their view and the intention behind the proposal.</p> <p>Resolved:</p> <ul style="list-style-type: none"> i. that the Clerk proceeds with a Planning Application for the erection of a flag pole on East Green, and ii. that the Clerk writes to the resident to explain the rationale for the proposal.
25/25	Playing Fields Update
	<p>a) Date for reopening the play area</p> <p>Councillors discussed progress with the play area and the need for more time for the grass to establish itself, noting that some of the seed had not taken. Councillors also discussed play/exercise equipment packages that were currently available.</p> <p>Resolved:</p> <ul style="list-style-type: none"> i. that the play area is reopened for the summer holidays to allow the grass further time to establish; ii. that an order be issued to the grounds contractor to reseed areas that hadn't taken; iii. that Councillor Haslam waters the newly seeded area every other day, and iv. that the Clerk obtains quotations for packages of play/exercise equipment for consideration by the Playing Fields Committee.
	<p>b) Croquet -request to create two croquet lawns at the Playing Fields</p> <p>The Clerk reported on discussions with the U3A regarding the possibility of developing two croquet lawns at the Playing Fields and explained their particular requirements, noting that they hoped to promote community involvement in the .</p> <p>Resolved:</p> <ul style="list-style-type: none"> i. that the proposed area for the croquet lawns is measured to ensure it is possible to fit two lawns in the space;

	<p>ii. that the proposals for usage during the week and promotion of community participation be welcomed.</p>
	<p>c) Playground Safety Inspection</p> <p>The Clerk provided quotes from two companies able to provide playground inspections. Councillors discussed the need to get the play equipment inspected before the play area was opened.</p> <p>Resolved;</p> <p>i. that the quotation of £265 + VAT from ROSPA be accepted for the initial inspection, and</p> <p>ii. that the Parish Council agrees to be added to the ROSPA reduced rate schedule of annual inspections from September 2026.</p>
26/25	Finance Update
	<p>a) Bank Reconciliation</p> <p>The Clerk submitted the bank reconciliation as at 30 April 2025 for members' consideration.</p> <p>Resolved: that the report be noted.</p>
	<p>b) Budget update</p> <p>The Clerk submitted an updated budget report showing spend to 30 April 2025.</p> <p>Resolved: that the budget update be noted.</p>
	<p>c) To review the Council's expenditure incurred under s.137 of the Local Government Act 1972 and the guidance for the Small Grants Scheme</p> <p>The Clerk reported that the only expenditure under s 137 of the Local Government Act 1972 during the 2024/25 financial year had been for the Remembrance Day wreath.</p> <p>Resolved:</p> <p>i. that the report be noted, and</p> <p>ii. that no changes be made to the guidance for the Small Grants Scheme.</p>
	<p>d) To agree direct debit arrangement for payments to Information Commissioner, Business Stream (water) and Scottish Power (electricity)</p> <p>Resolved: that payments to Information Commissioner, Business Stream (water) and Scottish Power (electricity) and repayment of expenditure incurred on the Lloyds credit card by direct debit be approved for the financial year 2025/26</p>
	<p>e) To agree subscriptions to ERNLLCA and ICCM</p> <p>Resolved: that the subscriptions to ERNLLCA and the ICCM be renewed.</p>
	<p>f) To agree a date for a meeting of the Finance Committee</p> <p>Resolved: that the Finance Committee meets at 7.30pm on Thursday 22 May 2025, followed by a meeting of the Playing Fields Committee at 8pm.</p>
27/25	Accounts for Payment

<p>Councillor Hasnip declared a pecuniary interest in this item insofar as it related to a payment to his partner's business and did not take part in the consideration of this expenditure.</p> <p>Resolved: that the following payments be agreed.</p>				
For Approval		Net	VAT	Total
Clerk's Salary	April	432.52	0	£432.52
HMRC	Income Tax/NI	270.40	0	£270.40
L Moore	Grounds Maintenance - April	1003.32	0	£1003.32
Public Sector Audit	Internal Audit	568.00	0	£568.00
Landplan	Remove and replace safety surface to swings	2340.00	468.00	£2808.00
Landplan	Turfing of slide mound	925.00	185.00	£1110.00
Streetscape	Safety matting	352.00	70.40	£422.40
ICCM	Subscription	105.00	0	£105.00
ERNLLCA	Subscription	626.40	0	£626.40
G O Foster	Move tunnel mound	340.00	68.00	£408.00
ERYC	Waste disposal - cemetery	81.51	0	£81.51
Tom Hasnip	Tap, connectors, pegs	36.15	7.23	£43.38
For Noting				
Scottish Power	Electric for Pavilion (April)	111.25	5.56	£116.81
Lloyds Bank	Card Fee	3.00	0	£3.00
Unity bank	Bank Charge	6.00	0	£6.00

The meeting concluded at 9.30pm

The next meeting will take place on Tuesday 3 June 2025 at 7:30pm

Signed as a true record Date
Chairman