



**MINUTES OF THE ANNUAL MEETING OF
SKIDBY PARISH COUNCIL
Tuesday 3 June 2025 at 7.30pm**

PRESENT Councillors P Browning, G Foster, K Haslam, T Hasnip, L Kendall,
L Varey.

Clerk J Price

IN ATTENDANCE: Councillor R Meredith (ERYC), 2 Members of the Public

31/25	Apologies for absence
	Apologies for absence were received from Councillors Hooker and Roustoby
32/25	Declarations of Interest – Members Code of Conduct.
	a) 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 51/25 as one of the payments related to his partner's business and did not take part in the consideration of this item. Councillor Foster declared a pecuniary interest in minute 50/25d as his company had submitted a quotation and left the room during consideration of this item. Councillor Foster declared a pecuniary interest in minute 51/25 as one of the payments related to his company and did not take part in the consideration of this item.
	b) To consider any written requests for dispensations in relation to any items on this agenda No requests had been received
33/25	Minutes of the Ordinary Meeting held on 6 May 2025
	Resolved: that the minutes of the Ordinary Meeting held on 6 May 2025 be accepted as a true and accurate record and be signed by the Chairman.
34/24	Minutes of the Finance Committee held on 22 May 2025
	Resolved: that the minutes of the Finance Committee held on 22 May 2025 be accepted as a true and accurate record and be signed by the Chairman.
35/25	Minutes of the Playing Fields Committee held on 22 May 2025
	Resolved: that the minutes of the Playing Fields Committee held on 22 May 2025 be accepted as a true and accurate record and be signed by the Chairman.
36/25	Minutes of the Extraordinary Meeting of the Parish Council held on 27 May 2025
	Resolved: that the minutes of the Extraordinary Meeting of the Parish Council held on 27 May 2025 be accepted as a true and accurate record and be signed by the Chairman.
37/25	Public Questions
	Two residents attended and asked questions about the advertising of the extraordinary meeting on 27 May and the Parish Council's responses to the Planning Application considered at that meeting. The Clerk explained where the meeting had been advertised and the Chairman referred the residents to the minutes of that meeting where the comments were detailed.

	Resolved: that the report be noted.
38/25	Update on Flooding Issues
	<p>The Clerk referred to ongoing discussions with Slow the Flow to identify a suitable time for a meeting, and proposals for Councillor Foster to meet with representatives of ERYC Flood Management Team on site to discuss the proposals in detail. It was noted that quotations for the proposed digging out of ditches would be considered elsewhere on the agenda.</p> <p>Resolved: that the report be noted.</p>
39/25	Update on Skidby Mill
	<p>The Clerk reported that ERYC Head of Strategic Property had advised that plans were still on target for the work on the sails and cap to be completed this summer. Councillor Meredith reported that further works on the associated buildings would be undertaken in future years.</p> <p>Resolved: that Councillor Meredith investigates the Thriving Places Grant as an option for funds for additional works at the Mill.</p>
40/25	Police Report
	<p>The Clerk reported that PCs Kelly Edgar and Mike Batch had sent apologies for this meeting. She was continuing to pursue regular reporting.</p> <p>Councillor Haslam reported on the Communities Better Together meeting she had attended, noting the agreed neighbourhood priorities of burglary, school safety and nuisance motorbikes. She reported that Humberside Police were keen that residents knew who the neighbourhood Police Officers were and encouraged them to sign up for My Community Alerts.</p> <p>Resolved: that the report be noted.</p>
41/25	Planning Matters
	<p>a) Decisions received</p> <p>25/00729/PLF - Erection of two storey extension to front with cat-slide roof over existing single storey; first floor extension to side and construction of dormer to side facing roof slope, 41 Main Street, Skidby – Approved with conditions</p> <p>25/00866/PLF - Erection of single storey extension to rear, 10 Rowan Garth Skidby – Approved with conditions</p> <p>Resolved: that the reports be noted</p>
	<p>b) New Applications</p> <p>25/01329/PLF – Increase in roof height and construction of dormers to front and rear to create first floor living accommodation, installation of roof lights to side; erection of single and two storey extensions to rear following demolition of existing workshops and conservatory; and erection of porch to front, South Rise, 7 Main Street, Skidby</p> <p>Resolved: Skidby Parish Council objected to this application due to the overbearing nature of the proposal and considered that the front dormers were out of keeping with the visual amenity of the street</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>

	Resolved: that the report be noted.
	Annual Accounts
42/25	Internal Auditor's Report - To consider the report of the Internal Auditor and agree recommendations to address issues identified
	<p>The Clerk submitted the report of the internal auditor and drew members' attention to his findings. She advised the Council that the Finance Committee had looked in detail at the auditor's recommendations and had agreed the proposed actions.</p> <p>Resolved: that the report be accepted.</p>
43/25	Council Accounts for 2024-25
	<p>The Clerk submitted the following documents:</p> <ul style="list-style-type: none"> a) Bank Reconciliation b) Payments and Receipts Account c) Payments and Receipts Summary d) VAT Reconciliation 2024-25 <p>Resolved: that the Council's accounts for 2024-25 be approved.</p>
44/25	Annual Governance and Accountability Return for 2024-25
	<p>a) Annual Governance and Accountability Report – to receive the Internal Auditor's report</p> <p>The Clerk submitted the Internal Auditor's report showing his response to each of the sections. She advised that the Finance Committee had considered the reasons for his responses in detail.</p> <p>Resolved: that the AGAR Internal Auditor's report be received.</p>
	<p>b) Annual Governance and Accountability Return – to review the effectiveness of the system of internal control and approve the Annual Governance Statement 2024-25</p> <p>The Clerk submitted section 1 of the AGAR which required the Parish Council to consider a number of assertions related to the effectiveness of the system of internal control. She advised that the Finance Committee had also considered the assertions in detail, in light of comments by the auditor. The Parish Council considered the proposed responses.</p> <p>Resolved: that the Annual Governance Statement be approved and signed by the Chairman.</p>
	<p>c) Annual Governance and Accountability Return - to consider and approve the Accounting Statements for 2024-25</p> <p>The Clerk submitted section 2 of the AGAR which set out the Parish Council's accounting statement for 2024-25. She advised that the Finance Committee had considered the accounts in detail.</p> <p>Resolved: that the Accounting Statements be approved and signed by the Chairman.</p>
45/25	To approve the 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

	<p>The Clerk advised that the Finance Committee had considered this matter and recommended that the start date should be 4 June to 15 July 2024.</p> <p>Resolved: that the period during which the Parish Council must provide for the exercise of public rights should commence on 4 June 2025.</p>
46/25	<p>Correspondence and Communications</p> <p>a) ERNLLCA – AGM and Conference 2025</p> <p>The Clerk referred to correspondence circulated from ERNLLCA providing details of the Annual Conference and AGM</p> <p>Resolved: that Skidby Parish Council does not attend these events.</p>
	<p>b) East Riding of Yorkshire Enhanced Bus Partnership Forum</p> <p>The Clerk submitted details of the next Forum meeting due to take place on 27 June in Patrington.</p> <p>Resolved: that Skidby Parish Council does not take part in this meeting.</p>
	<p>c) Local Nature Recovery Strategy</p> <p>The Clerk submitted details of the ERYC Consultation on the Local Nature recovery Strategy.</p> <p>Resolved: that the report be noted.</p>
47/25	<p>East Riding of Yorkshire Council Matters</p> <p>a) To receive an update from Dale Ward Councillors</p> <p>Councillors C and T Gill had sent their apologies. Councillor Meredith attended and reported on Skidby Mill; flooding issues; joint working with ERYC Flood Management team, estates and the Traveller Liaison team to address fly grazing on the flood alleviation lagoons and to secure the slip road from the A164, and recent increased odour from Wastewise which was to be raised at the meeting with Wastewise on 19 June.</p> <p>Resolved: that the reports be noted.</p>
48/25	<p>Updates on ongoing Projects</p> <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>
49/25	<p>Playing Fields Issues</p> <p>a) To consider the recommendations of the Playing Fields Committee in respect of purchasing additional play equipment.</p> <p>The Clerk reported on discussions with play equipment suppliers regarding equipment identified by the Committee. She reported that the costs for installing the proposed table tennis table would be excessive and that the company had suggested it was robust enough not to need fixings. It was agreed to review this and fix into concrete if necessary. She had arranged a meeting with the supplier for the gym equipment in early July and would report back to the next meeting. She had contacted ERYC to seek permission for the additional items but had not yet received a response.</p>

	<p>Resolved:</p> <ul style="list-style-type: none"> i. that subject to permission being granted by ERYC, that the Table Tennis table be ordered and installed at a cost of £667 plus £150 for delivery, and ii. that the Clerk report back to the meeting on 1 July regarding the gym equipment.
	<p>b) To review arrangements for play area inspection</p> <p>The Clerk reported that RoSPA had asked whether the Parish Council needed a post installation inspection rather than an annual inspection</p> <p>Resolved: that the inspection was arranged once the proposed new equipment had been installed.</p>
	<p>c) To consider dates for a meeting with the football club</p> <p>The Clerk reported that the football club had suggested two dates 16 or 17 June.</p> <p>Resolved: that the meeting be arranged for 6pm on 17 June 2025.</p>
50/25	Finance Update
	<p>a) Bank Reconciliation</p> <p>The Clerk submitted the bank reconciliations as at 31 May 2025 along with a list of transactions 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 31 May 2025.</p> <p>Resolved: that the budget update be noted.</p>
	<p>c) To review the insurance policy and agree the premium for 2025-26</p> <p>The Clerk reported that she had received a quotation from Zurich Municipal as part of a three-year arrangement. She referred to the need to amend cover to reflect the new and proposed additional playground equipment.</p> <p>Resolved: that the quotation be accepted</p>
	<p>d) To consider quotes for digging out ditches on Riplingham Road</p> <p><i>Councillor Foster declared a pecuniary interest in this item as his company had submitted a quotation and left the room during consideration of this item.</i></p> <p>The Clerk reported that she had sought three quotes for this work, but had only received one. One company had said that they couldn't comply with the timescales for the work which needed to be carried out when the crops were off the field and another had not replied. Councillors recognised the need for local knowledge and effective relationships with the landowners to facilitate the work required. A meeting had been arranged with ERYC Flood Management Team to discuss the proposed works.</p> <p>Resolved: that, subject to written agreement being obtained from relevant landowners, the quotation of £4100 + VAT from G O Foster Ltd be accepted and an order issued.</p>
51/25	Accounts for Payment

<p><i>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.</i></p> <p><i>Councillor Foster declared a pecuniary interest in this item insofar as one of the payments related to his company and did not take part in the consideration of this item</i></p> <p>Resolved: that the following payments be agreed.</p>				
For Approval		Net	VAT	Total
Clerk's Salary	May	432.52	0	£432.52
HMRC	Income Tax	348.78	0	£348.78
L Moore	Grounds Maintenance - May	1003.32	0	£1003.32
Zurich Municipal	Insurance	546.84	0	£546.84
Vision ICT	Website and email hosting, SSL certificate	405.00	81.00	£486.00
G O Foster	Works at playing Fields	510.00	102.00	£612.00
Streetscape	Play equipment	12,825.00	2,565.00	15,390.00
Skidby Village Hall	Hall Hire 4/6/24 – 1/4/25	361.50	0	£361.50
For Noting				
Scottish Power	Electric for Pavilion	41.90	2.10	£44.00
Business Stream	Water for Pavilion	54.43	0	£54.43
Information Commissioner	Subscription	47.00	0	£47.00
Lloyds Bank	Bank Charges	3.00	0	£3.00
Hurrells Seeds	Grass Seed	53.00	0	£53.00
Hurrells Seeds	Wildflower seed	25.83	5.17	£31.00
Unity Bank	Bank Charges	6.00	0	£6.00

The meeting concluded at 8.40pm

The next meeting will take place on Tuesday 1 July 2025 at 7:30pm

Signed as a true record **Date**
Chairman