



**MINUTES OF THE ANNUAL MEETING OF
SKIDBY PARISH COUNCIL
Tuesday 5 May 2026 at 7.30pm**

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

Clerk J Price

IN ATTENDANCE: Councillor R Meredith (ERYC), PCSO Watts Humberside Police and 1 Member of the Public

01/26	Election of Chairman for the 2026/27 Municipal Year
	It was proposed by Councillor Hansnip, seconded by Councillor Kendall and agreed unanimously that Councillor Varey be elected as Chairman of the Parish Council for the 2026/27 municipal year. Resolved: that Councillor Varey be elected as Chairman of the Parish Council for the 2026/27 municipal year.
02/26	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.
03/26	Apologies for absence
	No apologies for absence had been received.
04/26	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 26/26 as one of the payments related to his partner’s business 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.
05/26	Appointment of Vice Chairman for the 2026/27 Municipal Year
	It was moved by Councillor Hooker, seconded by Councillor Hasnip 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 2026/27 Municipal Year.
06/26	Minutes of the Ordinary Meeting held on 7 April 2026
	Resolved: that the minutes of the Ordinary Meeting held on 7 April 2026 be accepted as a true and accurate record and be signed by the Chairman.
07/26	Police Report
	PCSO Watts attended the meeting and reported that there had been one incident reported in the last months which reported on the theft of a mattress from the former Mill Restaurant.

	<p>Councillors discussed parking issues outside the primary school; possible incidences of hare coursing and scrutiny focus on co-ordinated enforcement.</p> <p>Resolved:</p> <ol style="list-style-type: none"> i. that the report be noted, and ii. that Operation Snap be publicised on social media.
08/26	Public Questions
	<p>A resident attended and enquired about next steps regarding opposition to the proposed Solar Farm to the north of Skidby. The Chairman referred to the recent public meeting and the proposal by a resident of Walkington to set up a joint action group with the other affected parishes, the potential to seek expert support and the need for financial support. She noted that the decision would be made by the Secretary of State and that objections on other areas had been overruled.</p> <p>Resolved: that the report be noted.</p>
09/26	Update on Skidby Mill
	<p>An update from the ERYC Director for Culture and Customer Services had been circulated which indicated that installation of the cap was scheduled for the week commencing 11 May, subject to weather conditions and that the replacement of the sails would follow a couple of weeks later.</p> <p>She also reported that the internal condition of the mill had been assessed following moisture ingress and condensation experienced over the winter shutdown period. It had been concluded that the tower was drying out satisfactorily. Minor timber repairs to isolated floor joists may be required at a later date to maintain structural integrity.</p> <p>Issues relating to water ingress and internal condensation were being considered as part of short to medium term planned maintenance. This was likely to include renewal of external coatings, balcony timberwork, waterproofing of timber penetrations and window surrounds. Internal condensation will be investigated further, with improved natural ventilation between timber floors already identified as a mitigation measure.</p> <p>Resolved: that the report be noted.</p>
10/26	Clean Air Solar Farm – to note any updates and identify next steps
	<p>It was noted that this had been partially covered under Public Questions. The Clerk reported that Clean Air Solar had offered the Parish Council a further face-to-face meeting prior to the public information days in June 2026.</p> <p>Resolved: that Clean Air Solar be invited to attend the June meeting of the Parish Council.</p>
11/26	Planning Matters
	<p>a) 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>
12/26	Review of Standing Orders
	<p>The Clerk submitted a copy of the Council's Standing Orders for review and reported that she was not recommending any changes at this time.</p> <p>Resolved: that the Standing Orders be approved.</p>
13/26	Review of Financial Regulations

	<p>The Clerk submitted the Parish Council's Financial Regulations for review and reported that she was not recommending any changes at this time.</p> <p>Resolved: that the Financial Regulations be approved.</p>
14/26	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>
15/26	Election of Committees for the 2026/27 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 2026/27 Municipal Year be agreed.</p>
16/26	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 It was proposed that this group was disbanded and reinstated at a later date if required.</p> <p>Resolved:</p>

	<ul style="list-style-type: none"> i. that membership of the Neighbourhood Plan Steering Group for the 2026/27 Municipal Year be agreed, and ii. that the Events/Project Working Party be disbanded.
17/26	Appointment of representatives to other bodies for the 2026/27 Municipal Year.
	<p>It was proposed that members be appointed to outside bodies as follows:</p> <ul style="list-style-type: none"> a) Skidby Village Hall Committee Councillor Hasnip b) ERNLLCA District Committee Councillors Browning and Varey c) Dogger Bank South (DBS) Local Liaison Committee Councillor Varey d) Biowise Liaison Group Councillor Haslam e) ERYC Enhanced Bus Partnership Councillor Haslam <p>Resolved: that the appointment of representatives to other bodies for the 2026/27 Municipal Year be agreed.</p>
18/26	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 2026/27 Municipal Year.
19/26	To agree the appointment of Public Sector Audit as the Internal Auditor for the 2026/7 Municipal Year.
	<p>The Clerk reported that a formal letter of engagement was now required for internal auditors and submitted a draft letter for councillors' consideration.</p> <p>Resolved:</p> <ul style="list-style-type: none"> i. that Public Sector Audit be appointed as the Parish Council's Internal Auditor for the Municipal Year 2026/27, and ii. that the letter of engagement be sent subject to any amendments requested by the Internal Auditor.
20/26	Dates and times of Meetings for the 2026/27 Municipal Year
	<p>Resolved that Ordinary Meetings of the Parish Council take place at 7.30pm on the first Tuesday of each month apart from the following:</p> <p>June 9 2026 July 14 2026 January 12 2027 Ordinary meeting May 4 2027 Annual Meeting – May 18 2027.</p>
21/26	Correspondence and Communications
	<p>a) Public Consultation – Revised Planning Enforcement Plan 2026</p> <p>The Clerk submitted details of the revised Planning Enforcement Plan 2026.</p> <p>Resolved: that Skidby Parish council had no comments to make on this proposal.</p>
	b) Parking on Woodhill Way

	<p>The Clerk submitted information supplied by Lazaat about parking on Woodhill Way that was not associated with their events for the Council's information.</p> <p>Resolved: that the report be noted.</p>
	<p>c) Town and Parish Council Communication Survey</p> <p>The Clerk submitted information about a survey being conducted by ERYC to assess progress since the previous survey in 2024, identify any remaining areas for improvement and gather feedback to help inform a refreshed version of the Charter.</p> <p>Resolved: that the Clerk responds to the survey on behalf of the Parish Council.</p>
22/26	East Riding of Yorkshire Council Matters
	<p>a) To receive an update from Dale Ward Councillors</p> <p>Councillor Meredith attended and reported on the Clean Air Solar Farm proposals; progress with Skidby Mill; the relaunch of DIFEY funding and responded to queries from councillors about the speed limit and street lighting on the A164 and a suggestion that the speed limit on Eppleworth Road should be 40mph from the Cottingham boundary to Eppleworth.</p> <p>Resolved: that the reports be noted.</p>
23/26	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>
24/26	Playing Fields Issues
	<p>a) Playground Safety Inspections</p> <p>The Clerk provided a schedule for weekly inspections and Councillors signed up to undertake inspections in specific months. The Clerk would update and recirculate the inspection form. A Councillor referred to a missing bolt on one of the pieces of gym equipment, although this didn't affect its stability. Councillors discussed the need for roof repairs to the pavilion and the proposal to install a tyre to cover the edges of the entrance/exit to the tunnel.</p> <p>Resolved;</p> <ol style="list-style-type: none"> i. that Councillors undertake weekly inspection in line with the agreed schedule ii. that the Clerk updates and recirculates the inspection reporting form iii. that the Clerk sends reminders to Councillors on the inspection schedule iv. that the Clerk arranges for roof repairs including more robust edging materials, and v. that Councillor Roustoby provides and fixes half tyres to the ends of the tunnel.
25/26	Finance Update
	<p>a) Bank Reconciliation</p>

	<p>The Clerk submitted the bank reconciliation as at 27 April 2026 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 27 April 2026.</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</p> <p>The Clerk reported that the only expenditure under s 137 of the Local Government Act 1972 during the 2025/26 financial year had been for the Remembrance Day wreath and flag.</p> <p>Resolved: that the report be noted.</p>
	<p>d) To review the guidance for the Small Grants Scheme</p> <p>The Clerk submitted the Small Grants guidance and advised that she was not recommending any changes at this time.</p> <p>Resolved: that no changes be made to the guidance for the Small Grants Scheme.</p>
	<p>e) To review the insurance policy and agree the premium for 2026/27</p> <p>The Clerk submitted details of the policy renewal received from the current insurer and advised that although it represented an increase from previous years, she still felt it represented value for money. She recommended that the Council accepted the proposed three-year agreement.</p> <p>Resolved: that the policy with Zurich Municipal for a three year agreement with a year one price of £760.62 be agreed.</p>
	<p>f) To agree direct debit arrangement for payments to Information Commissioner, Business Stream (water) and Scottish Power (electricity), Lloyds Bank card purchases and card charges and Unity Trust Bank charges</p> <p>Resolved: that payments to Information Commissioner, Business Stream (water) and Scottish Power (electricity), repayment of expenditure incurred on the Lloyds credit card, card charges and Unity Trust Bank charges by direct debit be approved for the financial year 2026/27</p>
	<p>g) To agree subscriptions to ICO, SLCC, ICCM, Easy PC Accounts and Scribe cemeteries modules</p> <p>Resolved: that the subscriptions to ICO, SLCC, ICCM, Easy PC Accounts and Scribe cemetery modules be renewed.</p>
	<p>h) To agree a date for a meeting of the Finance Committee</p> <p>Resolved: that the Finance Committee meets at 7.30pm on Tuesday 2 June 2026.</p>
26/26	Accounts for Payment

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.

Resolved: that the following payments be agreed.

For Approval		Net	VAT	Total
Clerk's Salary	April + postage + Stationery	455.89	0	£455.89
HMRC	Income Tax/NI	£327.95	0	£327.95
L Moore	Grounds Maintenance - April	1033.42	0	£1033.42
ICCM	Subscription	110.00	0	£110.00
SLCC	Subscription	83.49	0	£83.49
ERYC	Waste disposal - cemetery	85.54	0	£85.54
Vision ICT	Website and email hosting	431.25	86.25	£517.50
Zurich	Insurance – 3 year agreement	760.62	0	£760.62
Easy PC Accounts	Accounts software	108.00	0	£108.00
For Noting				
Scottish Power	Electric for Pavilion (April)	41.90	2.10	£44.00
Lloyds Bank	Card Fee	3.00	0	£3.00
Unity bank	Bank Charges	7.00	0	£700
Scribe cemetery module		20.00	4.00	£24.00
ICO	Subscription	47.00	0	£47.00
Business Stream	Water for cemetery	16.74	0	£16.74

The meeting concluded at 8.55pm

The next meeting will take place on Tuesday 9 June 2026 at 7:30pm

Signed as a true record **Date**
Chairman