



**Minutes of the Parish Council Meeting held on
Monday 12th June 2023 at 7.00pm**

website: www.kirkella-westella-pc.info

Those Present:-

Councillors; J. Bailey, S. Horton (Vice Chairman), G. McMaster, N. McMaster,
S. Richardson, Z. Saribal and R. Weeks
Mrs. A. Pickering – Clerk
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3 members of the public
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Chair for the meeting, Cllr. S. Horton.

3060 Public Speaking - Mr. Richard Pearson addressed the council with this proposal to update the existing Kirk Ella & West Ella Heritage Trail booklet produced by Mrs. Margaret Raymond. Mr. Pearson would like to add his own memories and photographs to the booklet but would not alter the existing booklet in any way. The proposal is to create an 'add on' of approximately 20 pages. Members were given the opportunity to ask questions in preparation for further discussion at the July meeting. Mr. Pearson was thanked for his attendance at the meeting.

3061 Apologies for Absence - Cllr. B. Weeks.

3062 Declaration of Pecuniary and Non-Pecuniary Interests (in respect of agenda items)

PECUNIARY - NONE
NON-PECUNIARY - NONE

3063 Chairman's Opening Remarks - The Chairman welcomed members to the meeting.

3064 Law & Order - Nothing to report.

3065 Minutes of the Parish Council Meeting 15th May 2023 - The minutes of the Parish Council Meeting held on Monday 15th May 2023 were accepted as a true record of what took place and duly signed by Cllr. S. Horton.

3066 Matters Arising from the Minutes

Election of Officers:

Environment – Agreed Cllrs. J. Bailey and S. Richardson.

Planning – Agreed Cllrs. J. Bailey, G. McMaster and S. Richardson. Clerk to circulate planning applications via email between meetings for approval at the upcoming meeting.

Minute 3052 (3039) - Cllr. S. Richardson advised the white lines on Mill Lane and Church Lane have not yet been refreshed.

Minute 3052 (3041) - Possible purchase of a blue plaque to be discussed at the July meeting.

Minute 3056 - Cllr. R. Weeks expressed her concern about parking outside the school on West Ella Road. While this is beyond the realms of the Parish Council, it was agreed Cllr. R. Weeks make contact with the school for a discussion with the Headteacher.

3067 Finance

a) Approval of Online Payments June 2023

22.05.23	HSBC Bank Charges	£8.00
0108	Internal Audit of Accounts	£200.00
0109	Staff Wages	£891.97
0110	Internet`	£12.09



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| 0111 | East Riding Pension Fund | £241.81 |
| 0112 | Information Commissioner Annual Fee | £35.00 |
- b) Finance Report - Members received and approved the latest finance report to 12th June 2023.
- c) Internal Audit Report for the Year Ending 31st March 2023 - The Clerk read out a letter from Mr. G. Lawson, Internal Auditor received on completion of the internal audit of the Council's books for the year ending 31st March 2023. Mr. Lawson asked that it be recorded in the minutes, the efficient way in which the accounts were presented to him. The professional commitment and due diligence applied to the accounts reflect the high standards of the Financial Officer. Such dedication reflects the Parish Council accounts are in 'safe hands'.
- d) Annual Governance Statement 2022/23 - Members were given time to read the annual governance statement which was explained by the R.F.O. After discussion, the form was completed, approved and signed by the Chairman and Clerk.
- e) Annual Audit Return Accounting Statement 2022/23 - The Clerk advised that the Annual Audit Return Accounting Statements 2022/23 had been prepared for audit and signed by the Responsible Finance Officer on 9th June 2023. After discussion, the document was approved and signed by the Chairman of the meeting, Cllr. S. Horton.

3068 Correspondence

- a) Parish Council Vacancy - One vacancy exists on the Parish Council.
- b) Annual Parish Meeting held on 22nd May 2023 - The Clerk read out the notes from the meeting.
- c) ERNLLCA Membership - After discussion it was agreed the Parish Council would benefit from joining ERNLLCA (East Riding & Northern Lincolnshire Local Councils Association), at a cost of £834 for the period 2023/24. Clerk to complete membership application and circulate a list of upcoming training events to Councillors.
- d) Recognition for past Councillors - Cllr. J. Bailey suggested a small plaque with names of long serving Councillors could be fixed to the seat outside the churchyard. Various other ideas were discussed including a wall-mounted plaque where names could be added. Further discussion required at the July meeting.
- e) Update on proposal by Residents – Coronation Seat for Mill Lane NHW - The Clerk informed members that Mill Lane NHW are currently fundraising for a coronation seat to be located near the bus stop on Mill Lane/Kirk Rise. It was agreed to include the new seat on the Parish Council insurance schedule.

3069 Planning

- a) Planning Applications 12th June 2023
- 23/01224/PLF Erection of single storey extension to side and rear and construction of entrance wall and gate to frontage - 60 West Ella Road, Kirk Ella - **No objection.**
 - 23/00740/PLF Proposed detached double garage to front and erection of entrance gates and 2.25m brick piers - 138 West Ella Road, Kirk Ella - **No objection.**
 - 23/01061/PLF Installation of 2m high flue to serve log burner in existing flat roof extension to rear - Woodgate Cottage 30 Church Lane, Kirk Ella - **Noted.**
 - 23/01309/PLF Erection of single storey extension to side (west) to link to existing garage and conversion of garage to form annexe and erection of single storey extension to side (east) following removal of existing extension - 8 Davis's Close, Kirk Ella - **Noted.**
 - 21/03496/STPLF Erection of a wind turbine (59m to hub, 89.5m to tip) with associated infrastructure (AMENDED PLANS AND DESCRIPTION) - Westwinds Occupation Lane, Swanland - **Noted.**



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- b) Planning Decisions 10th May to 6th June 2023
- Erection of single storey extension to rear - 8 The Vale, Kirk Ella - GRANTED (*PC response Noted*).
 - Conversion of existing integral garage into additional living accommodation and installation of new window to front to replace existing garage door and new entrance door to side to replace existing window - Wolfreton Coach House Church Lane, Kirk Ella - GRANTED (*PC response No comment*).
 - Display of 2 externally illuminated fascia signs, 1 non-illuminated fascia sign, 2 externally illuminated free standing signs, 2 non-illuminated free standing signs and 2 brass lanterns - The Beech Tree South Ella Way, Kirk Ella - GRANTED (*PC response Recommend approval*).
 - Erection of two storey extension to front, two storey and single storey extensions to rear, increase in roof height to create first floor accommodation above existing bungalow, erection of single storey garage to side following demolition of existing, and erection of boundary wall and railings with gates to frontage - 64 South Ella Way, Kirk Ella - GRANTED (*PC response Noted*).
- 3070 Highways - Cllr. J. Bailey reported damage to the West Ella War Memorial, which looks like it may have been caused by frost. Clerk to write to the Chairman of the West Ella Preservation Society about it.
Cllr. G. McMaster informed members that the A164/Jock's Lodge junction improvement scheme will commence soon.
- 3071 Events - Cllr. R. Weeks to arrange a meeting with Reverend Ash Carter and the Landlord of The Wheatsheaf to discuss plans for Christmas 2023. Clerk to speak to the school to book the children's choir. It was agreed the switch on date will be Saturday 25th November at 4.00pm, Events Working Group to consider who will be invited to switch on the lights.
- 3072 Update on Environmental Issues
- a) Biowise Odour - Following a visit to the site, the Environment Agency had agreed the strong odour from Biowise needs attention. Cllr. G. McMaster had arranged for the three Willerby & Kirk Ella Ward Councillors to attend a tour of the Biowise site. Cllr. J. Bailey insisted they attend when windrowing is in progress.
- 3073 Date, Time and Venue of Next Meeting - Monday 10th July 2023, 7.00pm, St Andrews Church Memorial Hall, Beverley Road, Kirk Ella.

Chairman's Signature

Meeting closed at 8.50pm.