



**Minutes of the Parish Council Meeting held on
Monday 12th May 2025 at 7.00pm**

website: www.kirkella-westella-pc.gov.uk

Those Present:-

Councillors; J. Bailey, S. Horton (Chairman), G. McMaster, N. McMaster, C. Milner (Vice Chairman),
S. Milner (arrived 8.10pm), S. Richardson, Z. Saribal & E. Skipsey
Mrs. A. Pickering – Clerk
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3346 Election of Chairman and Acceptance of Office - Cllr. S. Horton proposed by Cllr. G. McMaster, seconded by Cllr. N. McMaster, all members unanimously in favour. Cllr. Horton duly appointed as Chairman and Acceptance of Office form completed.

3347 Chairman's Opening Remarks - Cllr. S. Horton expressed his gratitude to members for their confidence in electing him as Chairman. He then thanked Cllrs. G and N McMaster for hosting the recent meeting of the Events Working Group, and extended his appreciation to all Councillors who attended. The Clerk was thanked for displaying the VE Day 80 commemorative flags in the parish noticeboards. It was agreed that future meeting agendas will include an update from Ward Councillors.

3348 Public Speaking - None.

3349 Apologies for Absence - None.

3350 Review of Members' Register of Interests - Members were given the opportunity to update their register of interests forms.

3351 Declaration of Pecuniary and Non-Pecuniary Interests (in respect of agenda items)

PECUNIARY - NONE
NON-PECUNIARY - NONE

3352 Election of Officers

Vice Chairman – Cllr. C. Milner.
Environmental Issues – Cllrs. J. Bailey and S. Richardson.
Events Working Group – Cllrs. N. McMaster, S. Milner and E. Skipsey.
Finance Working Group – Cllrs. S. Horton and S. Richardson.
Planning – Cllrs. J. Bailey, C. Milner and S. Richardson.
Publicity – Cllrs. S. Horton and Z. Saribal.
Social Media – Cllrs. C. Milner, S. Milner and Z. Saribal.

3353 Law & Order - The April 2025 Parish/Town News Release had been circulated to members via email. It was noted that posters for 'Operation Snap' will be displayed in the parish noticeboards. Cllr. G. McMaster informed members of an issue regarding a commercial vehicle parking overnight in a residential area within the parish.

3354 Minutes of the Parish Council Meeting 14th April 2025 - The minutes of the Parish Council Meeting held on Monday 14th April 2025 were accepted as a true record of what took place and duly signed by the Chairman.

3355 Matters Arising from the Minutes

Minute 3337 (3316) - A query had been raised with Leo Hammond regarding the ability to report double yellow line violations through 'Operation Snap'. Mr. Hammond confirmed that this was previously possible and has since raised the matter with senior officers, with the aim of reinstating this reporting option to help strengthen the working relationship between East Riding of Yorkshire Council (E.R.Y.C.) and the Police in addressing parking enforcement issues.



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Minute 3337 (3323b) - It was noted with thanks that the school had kindly displayed the VE and VJ Day 80th Anniversary bunting on the perimeter railings and would do so again in August to mark VJ Day 80.

Minute 3339c - It was agreed that Cllr. G. McMaster and the Clerk would liaise with the family wishing to install a memorial bench on the King George V Playing Field. Following discussion, the Parish Council expressed full support for the request and confirmed it would be happy to include the bench on the Parish Council's insurance policy. It was noted that all requests for seats are considered on an individual basis.

Minute 3338d - A refund of £39.91 had been received from Npower Business Solutions.

Minute 3339d - Enquiries regarding the cost of a village clock are ongoing.

Minute 3344 - Cllr. Saribal to forward the link for the White Ribbon campaign, which aims to end violence against women and girls, to the Clerk for inclusion on the website. Clerk to contact ERNLLCA regarding Cllr. Z. Saribal attending a future Clerk's Forum to present the White Ribbon Campaign.

3356 Finance

a) Approval of Online Payments and Finance Report April 2025

22.04.25	HSBC Bank Charges	£8.00
0317	Staffing Costs	£1268.04
0318	Internet/Fuel	£112.09
0319	Mr. G. Lawson (Internal Audit of Accounts)	£200.00
0320	Stationery	£46.16
0321	Sundries	£6.99
0322	East Riding Pension Fund	£357.86
<u>Payments into the Account</u>		
16.04.25	Npower Business Solutions Refund	£39.91
30.04.25	Precept	£23500.00

Cllr. E. Skipsey kindly offered to sell Heritage Trail books from No.4 Packman Lane (4c Packman Lane).

b) Annual Accounts for the Year Ending 31st March 2025 - The annual accounts were presented to members for approval. Following discussion, they were duly signed by the Chairman and the Responsible Finance Officer.

c) VAT Claim 1st April 2024 – 31st March 2025 - £2896.42 claimed.

d) Internal Audit Report for Year Ending 31st March 2025 - 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 2025. 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'. Clerk to email Parish Council Asset Register to members.

e) Annual Governance Statement 2024/25 - Members were given time to read the Annual Governance Statement, which was explained by the Responsible Finance Officer. Following discussion, the statement was completed, approved, and signed by the Chairman and the Clerk.

f) Accounting Statements 2024/25 - The Clerk advised that the Annual Audit Return Accounting Statements 2024/25 had been prepared for audit and signed by the Responsible Finance Officer on 9th May 2025. After discussion, the document was approved and signed by the Chairman of the meeting, Cllr. S. Horton.

3357 Correspondence/Communication

a) Complaints from Residents re. Children playing on Alma Close Amenity Land - The Clerk informed members that complaints had been received from residents living near the amenity land regarding children playing loud music and using a dirt bike track.



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Cllr. C. Milner had attended the site during a visit by an officer from E.R.Y.C., who was investigating the issue. As the land is owned by E.R.Y.C., responsibility for resolving the matter lies with them, although the Parish Council expressed sympathy for residents' concerns.

- b) Annual Town and Parish Council Planning Liaison Meetings June 2025 - Remote meetings via Teams have been scheduled for Thursday, 12th June at 5:00p.m. and Friday, 20th June at 10:00a.m. The dates were noted by members.
- c) Email from Resident re. Planning and possible provision of Soldier Silhouettes - The Clerk read out an email from a resident thanking the Parish Council for its ongoing monitoring of planning applications in West Ella. The resident also requested that the Parish Council consider purchasing two soldier figures to stand on either side of the West Ella War Memorial. It was agreed that the matter would be discussed further upon receipt of a formal request from the West Ella Preservation Society given the West Ella War Memorial was provided by them.

Cllr. S. Milner joined the meeting, 8.10pm

3358 Events

- a) Christmas Event 2025 - The Events Working Group held its first meeting, and initial plans for "Christmas in Kirk Ella" are now underway. Cllr. G. McMaster confirmed that a first aider has been secured for the event at no cost. Cllr. Z. Saribal provided details of an Italian ice cream vendor. Early promotion of the 2025 event is considered essential, with the start time yet to be confirmed.

3359 Planning (*Cllr. G. McMaster did not participate in discussions relating to planning applications*).

- a) Planning Applications 12th May 2025
 - 25/00937/PLF - Erection of ground floor infill extension to side and replacement porch to front, construction of attached covered area to rear, installation of roof light to side, and alterations to windows and doors - 17 The Fairway, West Ella - **Recommend refusal. The 1.85m high brick wall along the front of the property is too high. The wall is totally out of character with other properties in the neighbourhood, a maximum of 1m high would be more appropriate. Similar properties have 1m high wall with railings to make up the 0.85m.**
 - 25/00938/PLF - Construction of hip to gable extension with dormer to rear and roof lights to front, and replacement of two storey bay window to front (revised scheme of 25/00298/PLF) - 23 West Ella Road, Kirk Ella - **No objections.**
- b) Planning Decisions 10th April to 7th May 2025
 - 25/00525/PLF - Erection of a self-build dwelling following demolition of existing dwelling, landscaping alterations to create patio area and associated surface water drainage works - Squirrel Cottage 163 West Ella Road, West Ella - **GRANTED** (*PC response we have no comment to make on the application other than we would expect the current hedge and gates along West Ella Road to remain*).
 - 25/00588/TPO - TPO – SLIGHTS PLANTATION, VALLEY DRIVE – 1986 – (REF 223) W1 – Remove 1 no. Portuguese Laurel tree (T1) due to deteriorating health and to prevent structural damage to both the house and sewage system; and Crown lift 1 no. Portuguese Laurel tree (T2) to 3.5 metres from the ground to provide additional light into the garden borders surrounding the tree and to alleviate drainage related issues - 21 The Paddocks, Kirk Ella - **GRANTED** (*PC response if these trees/large shrubs are impacting the drains, we can support this application*).



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- 25/00696/TPO - TPO – SLIGHTS PLANTATION, VALLEY DRIVE, KIRKELLA – 1986 (REF 223) W1 – Fell 1 no. Silver Birch tree (T1) as it is leaning towards the house; Fell 1 no. Ash tree (T2) as it is diseased - 19 The Paddocks, Kirk Ella - **GRANTED** (*PC response the Silver Birch looks like a healthy tree and unless the roots are impinging on the house foundations, it should remain. The Ash does look in poor condition but it is difficult to say if that is caused by disease. We recommend a Tree Officer/Expert inspects both trees, we would then be happy to support that outcome*).
 - 25/00482/PLF - Erection of single storey and two storey extensions to side and rear - 139 West Ella Road, Kirk Ella - **GRANTED** (*PC response no comment*).
- 3360 Highways - Cllr. J. Bailey raised concerns regarding the lack of signage indicating horse traffic within the parish, particularly in the area of Elveley Drive and Riplingham Road towards Swanland. The Clerk was requested to contact E.R.Y.C. Highways to address this issue.
- 3361 Environment/Streetscene - No issues.
- 3362 Date, Time and Venue of Next Meeting - Monday 9th June 2025, 7.00pm, St Andrews Church Memorial Hall, Beverley Road, Kirk Ella.

Annual Parish Meeting – Monday 19th May 2025, 7.30pm, St Andrews Church Memorial Hall, Beverley Road, Kirk Ella.

Chairman's Signature

Meeting closed at 8.40pm