



CLERK ADVISORY MEETING OF THE COUNCIL

04 October 2021 – 8pm

MINUTES

Present:

Councillors: Cllr. Ashton (Chair), Cllr. Hall (Vice Chair), Cllr. Murphy, Cllr. Westin

Clerk and RFO: Mr S Baxter

Members of the public (MOP): 0

Meeting commenced at 8.00pm

AGENDA ITEMS FOR DISCUSSION AND DECISION

Please note: All decisions taken in the meeting were ultimately taken by the Clerk under the delegated authority (as permitted under Section 101 of the Local Government Act 1972) which was given by the Parish Council and commenced on the 07 May 2021. The Clerk would seek the advice of the Councillors before any decision made.

1. Welcome to all Councillors and any members of the public sitting in observation

The Chair welcomed all and checked all Councillors and attendees were able to see, hear and be heard as the meeting was held via a digital format. He reminded all the Meeting was recorded and the recordings kept for a minimum 12 months.

The Chair reminded the attendees the meeting was a Clerk Advisory Meeting and not a Full Parish Meeting. The Councillors will advise the Clerk on agenda points but that the Clerk will make the final decision through the delegated authority agreed at the previous Full Council Meeting.

2. Members of the public participation

The Clerk updated the Councillors that there was a clear notice on the Invitation and Agenda that due to previous unfortunate conduct of some members of the community, it was felt that pre-submitted questions would be a more appropriate way forward to ensure cordiality and courtesy. The agenda clearly stated that the questions had to be submitted prior to the meeting, and by no later than Sunday 03 October 2021. There were no questions or statements submitted to the Clerk.

The Clerk did confirm that the Chair did have some discretion but that it should be used cautiously as to not favour some but not others.



3. Proposal to advise the Clerk to exclude members of public from participation – but can observe

- *The Councillors advised the Clerk that this would be appropriate for the proper handling of the meeting.*
- *CLERK DECISION: He agreed to the advice and thus decreed that any public and press would be excluded from participation but that they could observe.*

For the following agenda points members of the public and press will be excluded from participating in meeting and will be muted but can view the meeting

4. Apologies for absence from Councillors

The Clerk updated the Councillors that as this meeting was not a Full Council Meeting, any apology did not have to be formally accepted for recording purposes although the reason for absence is noted.

The Clerk did state that Cllr Ward had given her apologies for not attending as she had a personal family commitment.

The Councillors noted the absence and accepted the reason.

5. Declarations of interest – for the Council to note including dispensations presented to the Clerk

The Clerk received no formal declarations of interest were received.

Cllr Westin noted that she was the neighbour of the property in regard to the review of the planning application discussion on agenda point 11.

6. Minutes of the last Clerk Advisory Meeting (06 September 2021) – to confirm that the minutes are accurate

The Clerk had previously sent a copy of the minutes to the Councillors. The Councillors briefly discussed the minutes for the accuracy.

- *The Councillors advised the Clerk that the minutes were an accurate record of the meeting.*
- *CLERK DECISION: The Clerk agreed that the minutes of the Clerk Advisory Meeting on the 06 September 2021 was a true and accurate and noted it as such.*

7. Telephone Box maintenance – update from Cllr Murphy

Cllr Murphy stated that his team had now received more of the parts needed but was still waiting for the brass pins to continue the renovation of the telephone box. The issue with obtaining all the parts has caused the delay and until they are all received work will be delayed. It is hoped that the final parts needed will be received over the next few weeks to complete the next phase of renovation.

Action: Clerk to ensure that the item is brought back at the next meeting.



8. Financial update from the Clerk – including bank reconciliations

The Clerk had previously sent the full financial update and bank reconciliations to the Councillors for their perusal.

The main points of the update were:

- i) Bank Balance as of 30 September 2021 was £15,205.96. But this amount included the provision for the External Auditor investigation as well as costs owing to Peninsula Insurance.
 - ii) This also included half of the Autumn Fete grant received from ERYC as part of their *Do it For East Yorkshire* campaign.
 - iii) All budget lines were on course as predicted apart from the Clerk costs which are higher unfortunately due to costs incurred by extra work needed because of external issues
- *The Councillors advised the Clerk that the financial report was acceptable.*
 - *CLERK DECISION: The Clerk noted the support of the Councillors of the financial report and confirmed that it would be published on the Council's website as per the Internal Audit recommendations.*

9. General expenditure for approval

The Clerk had previously sent all the expenditure detail to the Councillors for their perusal.

PAYEE	AMOUNT
Salary and overtime	Amount withheld due to confidentiality
Cost of legal advice and service	£410+VAT
Clerk office allowance	£ 26.00
Peninsula Insurance direct debit	£138.62 / month for two months

There was a discussion between the Councillors on the legal costs that had been incurred. They agreed that they had a duty of care to the Clerk as his employer and that after false allegations were made towards him and the Council, they needed to take formal legal advice and instruct a solicitor to manage the false assertions that had been made. They agreed the cost was unfortunate but that when these false allegations were made, instructing a Solicitor was the only proper route to manage the issues raised. They appreciate that the cost ultimately lies with the community but that the Council's legal employer responsibility was paramount to ensure that everything was managed properly.

The Councillors also confirmed that the investigation into the false complaints had been closed due to no evidence being offered by the complainant – they hope that this unfortunate saga can now be put behind them.



- *The Councillors advised the Clerk that the expenditure as detailed was acceptable.*
- *CLERK DECISION: The Clerk noted the support of the Councillors of the expenditure and that he would now initiate the payments through the bank and request they are authorised in the bank by the Councillors.*

10. Update on the External Audit Investigation

The Clerk confirmed that from the last meeting there has not been any update from the External Auditor.

If nothing is heard by the end of the month then the Clerk will politely request an update as the following year's financial budget planning and precept determination was affected by the external audit investigation.

11. Planning Applications for discussion and decision of support

Further discussion on Sandwood Fields Spaldington Road Spaldington East Riding Of Yorkshire DN14 7NF

The Councillors noted that there had been several objections formally noted on the planning portal of the Planning Team at the ERYC and have received complaints in the village.

They also note that the applicant has changed several parts of the application and thus feel it is appropriate that the Parish Council reply and comment. They agreed that they have significant concerns about the effect this planning application (if successful) would have on the local community and feel this development would not enhance the local area, but would actually be a detriment to the functions and appearance, not on the actual environment but also on the actual community members.

Their notes and concerns were as follows:

- Concerned that an agricultural area will be turned into a semi-industrial area which will actually be a detriment to the local environment through increase traffic, possible pollution and noise
- No significant research has been done for limiting the sound issue on the area or the limit on the traffic which no doubt would increase through this development. The local roads are already struggling with increase traffic.
- They feel that as the applicant now states that he won't be employing anyone, why does he need a welfare caravan? They fear this is something that is not needed and would cause additional problems.
- They would urge the Planning Team (if they approve) to limit the working times and ensure that environmental protections are in place. They would be urged to limit the working day to normal business hours.



12. Correspondence to discuss

The Clerk confirmed that the Council that he had received the following urgent or important correspondence:

- Detail from another Council that a member of the community of Spaldington had been spreading false rumours about the Clerk to them. This other Council stated that they were surprised to have seen this action from a former Spaldington Councillor and will be noting their action.
- Confirmation from Goschalks Solicitors on the breakdown of the legal costs
- Spaldington Windfarm Grant meeting to be arranged for March 2022
- Various emails from the community about the Autumn fete

13. Signs on Pathways in the Parish – item moved from last meeting from Cllr Westin

Cllr Westin confirmed that she had reviewed the various signs in the village and was continuing to manage the ones that needed to be replaced or repaired. She confirmed that it was an ongoing issue but that over the months she was able to ensure that the Council would be aware of all sign issues.

14. Village Working Group about broadband connections – update from the Clerk

The Clerk stated that he had not received any further volunteering from any member of the community about joining such a campaign pressure group.

The Chair stated that he had spoken to the initial person who raised this issue and the Council had been thanked for the work.

The Councillors agreed that they would keep the proposal to form a pressure group on hold until they felt that there was sufficient support in the Parish for this action. But that they would help all members of the community if they experienced any issues with broadband.

15. Autumn Fete proposals - Update from the Cllr Murphy and the Clerk

The Clerk confirmed that the first 50% of the funding had been received from the *Do It For East Yorkshire Grant Fund*. He also confirmed that up to now he had received a lot of response from the community for this function who all had expressed a wish to attend to help celebrate the local community and support. The Council had received many thanks for this function.

Cllr Murphy confirmed that he had been on contact with all the suppliers who will be helping to provide the necessary services and functions – all were ready to go. Cllr Murphy also stated that he had been in contact with a member of the local community with extensive experience of managing large functions and had provided great advice on the legal and safety issues.

The Councillors wished to place their thanks to this community member.



Cllr Murphy stated that he would be contacting each Councillor in due course with the actual plans and what help he would need. He also asked if the Clerk would update the website with the actual plans for the day once they had been confirmed.

Overall the Councillors stated that (weather permitting) they all felt this function would be a great celebration for the whole community and all the community was invited.

16. Review of the informal poll of the privately-run pop-up pub – update from the Clerk

The Clerk stated that he had received five communiques from properties in the Parish who stated that felt the privately-run pub was a good thing for the village.

However, he did state that he had received 10 responses from the village that did not support the privately run pub – some respondents felt it was not appropriate for the village and that it was focused on a select few in the village.

The Councillors discussed the details of the responses and felt that while it was not a formal or official poll, it did allow them to see a wider response and would take onboard the results.

17. Discussion of plans for Christmas celebrations

The Councillors did discuss the plans the Council and the Community would make for the celebrations of Christmas. There was a discussion that due to the unfortunate actions of some members of the Spaldington CIC, several usual Christmas tree and decorator donators had withdrawn their support. The Council heard that some of these usual donators were quite upset on the CIC actions and thus would now focus on alternative community charity provisions.

The Clerk noted that there was £200 in the budget for village celebrations.

The Councillors did discuss the issues raised by these complaints and fully appreciate the current feeling – but that they would try to still have some kind of celebration for Christmas through Christmas trees and decorators.

Action: Various Councillor would look into what provisions could be gathered for the Christmas celebrations and the item would be discussed as next month's meeting.

18. Parishioner concerns relayed to Councillors – any update from Councillors from Parishioners

The following was relayed:

1. The Council stated that they had received several complaints on signage in the village which may cause traffic issues and also is not in keeping with the village look. The Clerk was asked to review the legalities of this and consult with the applicable authorities.



19. To agree the next Clerk Advisory Meeting of the Parish Council – 8pm on Mon 01 November 2021 by Zoom

- *The Councillors advised the Clerk that the date for the next Clerk Advisory Meeting is acceptable*
- *CLERK DECISION: The Clerk noted the advice of the Councillors and would arrange the C A M accordingly.*

20. Proposal to advise the Clerk to exclude members of public from being in attendance

For the following agenda point members of the public and press will be removed from the meeting due to the confidentiality of the item.

- *The Councillors advised the Clerk that this would be appropriate for the proper management of the following agenda item.*
- *CLERK DECISION: He agreed to the advice and thus decreed that any public and press would be excluded from participation. He also confirmed that the recording would be paused.*

21. Council to review status of vexatious communication status of certain individuals

The Councillors discussed the actions and communications from two individuals in the community and that because of the continual ignorance of the Councils request for them not communicate with the Council, they have continued to do so.

In addition, there had been evidence that the actions of one person was actual causing the Council concern on the effect on the Councillors and Clerk.

There was a discussion on the effect on the current status of communication from two members and what would be the appropriate response. The Clerk advised that they could extend the timeframe of the vexatious communication period for these individuals or keep the current timeframe.

- *The Councillors advised the Clerk that they wished to extend the timeframe of the vexatious for these two individuals by 12 months due to the continual actions of these persons in that had ignored specific Council requests.*
- *CLERK DECISION: The Clerk noted the advice of the Councillors and contact the persons to make them aware.*

MEETING WAS CLOSED BY THE CHAIR AT 9.15pm.