



Molescroft Parish Council

Minutes of the Molescroft Parish Council meeting held on Thursday 19th September 2024 at 7.00 pm in the Pavilion, Molescroft.

Present

Councillors: M. Hildyard (Chairman), M. Fleming, E. Aird, C. Coates, C. Burrows, P Lockyer, M Pinder.

Clerk to Council: Andrew Crabbe - Point of Procedure – Mr Crabbe is providing Locum Cover for the permanent Clerk Mrs Laura George who commenced maternity leave effective from this meeting.

Ward Councillor:

2919. Apologies

Resolved No apologies were received and the Chair confirmed quorum for the meeting

2920. Declarations of Interest (All)

Resolved No declarations were made by Cllrs relevant to the meeting

2921. Approval of the Minutes of the Previous Meeting

Resolved There being no meeting in August, the minutes of the July meeting had been previously circulated and were approved as a true record of proceedings

2922. Matters Arising - To review matters arising from the minutes of the previous meeting. (All)

Resolved No matters were raised

2923. Action Log - To review progress on actions/provide updates (All)

Resolved Chair noted that the Parish Council had an action log and asked the locum Clerk to check on this and update at the next meeting.

Cllr Fleming noted that there was an issue with completion of work on the Pavilion which he wished Cllrs to be made aware of – the work had been paid for – it was understood the builder had some health issues, but the concern was the matter was dragging on. The builder in question had worked for the Parish Council previously and had a good reputation.

Ongoing Cllrs agreed that the Parish Council need to write to the builder and ask for an update on expected completion of the work

Cllrs Pinder, Fleming, and Coates noted that their PC designated email did not work and they had not received emails from the Clerk.

Resolved Clerk would take the matter up with the email / website provider, but in short term would use the advised personal emails – he proposed to send out a test email the following day and asked if Cllrs could confirm receipt.

Cllr Fleming advised Cllrs that the Yorkshire Petanque Team had won the National Petanque Competition held at Lowestoft. and asked if the Parish Council could formally write to the manager, Mr Sidani and offer congratulations.

Resolved Clerk was asked to write to Mr Sidani accordingly.

2924. Molescroft Wildlife Network / Molescroft Nature Prescribing

Karyn Murby updated Cllrs on several project and activities in the Parish – several hedgehog and bat boxes had been made and were being distributed at various locations including the school, St Marys, the allotments, and the graveyard. These would be monitored to see if used and results fed back to ERYC.

Network was looking to use the Pavilion as a base for the (ten week) pilot of DIFEY walks... over 30 people were currently involved and Karyn asked if they would be permitted to use the Parish Room as a point to meet and return – Cllrs agreed there was no issue with this subject to the room not being used by a paid body.

Karyn continued that the group was currently liaising with other bodies to improve on approach / strategy for grant applications – lots of different projects ongoing with different groups – view was to ensure understanding of what was needed and who best should apply for grants.

Karyn noted another priority was to get the website sorted and up and working.

Finally, the Molescroft Wildlife Environmental Education Forum, was looking to create volunteer working parties at Millennium and St Mary's Graveyard – schools and girl guides were already committed.

2926. Update from Ward Councillor

Chair noted the attendance of Ward Cllr Healey, who advised Cllrs of the closure of Weale waste site due to excessive rain – Cllrs asked that more information was provided to residents as and when this happened.

Cllrs also noted the closure of gate on Gallow's Lane on Westwood – this had never happened before and it was unsure why this had happened.

2927. Correspondence Received/Actioned (Clerk)

Locum Clerk noted the following:

Internal Audit 2024/2025

Locum Clerk noted that the internal auditor had written to the Council and recommended an interim audit and a year-end audit, especially considering the identified actions regarding the Parish Council finances.

Resolved Cllrs unanimously agreed to the need for an interim audit and the Clerk was asked to progress.

Co-option of Cllr – update from Electoral Services

Locum Clerk noted that ERYC had now confirmed that there had been no electorate demand for an election and the Parish Council was free to co-opt onto the Council

Resolved Council to continue with co-option process – see Item below

Turner's Trust (Beverley)

Locum Clerk referred Cllrs to a previous email from the Clerk of the Turners Trust in Beverley asking if the Parish Council would promote the Trust by posting their Posters.

Resolved Cllrs agreed to this and the Clerk was asked to proceed

Festive Lighting 2024

Locum Clerk referred Cllrs to an email from ERYC regarding any Christmas lighting planned for the Parish and the need to register this with the Authority

Resolved Cllrs confirm that the Parish Council did not carry out any Christmas lighting

Molescroft Parish Council - PKF Ref: HU0163 - AGAR Form 3 Review

Clerk referred Cllrs to a previous email from PK Littlejohn regarding the external AGAR Audit and listing several exemptions regarding the Parish Council submission.

Clerk advised Cllrs that he was unlikely to address the concerns especially in the short notice provided as he had obviously not been involved in the audit / paperwork – he had contacted the internal auditor but had not received any response as yet. Clerk continued it was likely that the Parish Council would have to accept the exemption, and he would work on addressing them prior to next year’s audit.

Ongoing Clerk was asked to request an extension considering fact of changeover of Clerks

Closure of East Riding Supplies

Locum Clerk referred Cllrs to an email from ERYC regarding the closure of East Riding Supplies with effect from Monday, 31 March 2025. He understood that the Pavilion did use the department as a supplier for various items, and he had spoken to the Manager, Andrew Saint who had advised it was possible to obtain alternative suppliers. Clerk asked if Cllrs were happy for this to proceed or if they wished to be involved.

Resolved Cllrs advised they were happy to leave the matter with the Clerk / Pavilion Manager.

2928. Payment of Accounts (Clerk)

Locum Clerk advised he was still getting used to the payments procedure and advised the following:

Salaries £4,537.30

Expenses £56.72

HRMC P32

MKM Silicone £12.24

Resolved All salaries, expenses and accounts were approved by the Cllrs

2929. Finance Committee Report

Resolved No update was provided by the Finance Committee

2930. Planning Applications (Clerk)

Resolved The following applications had been submitted to Cllrs previous to the meeting, and the responses are as listed.

REF. NO.	LOCATION	PROPOSAL	STATUS
23/01202/STPLF	Site Of Longcroft Lower School Church Road Molescroft Applicant: Lovell Partnerships Ltd	Erection of 53 dwellings with associated infrastructure, open space, vehicular access, landscaping	GRANTED
24/01859/PLF	31 Woodhall Way Molescroft Applicant: Mr A Scarborough	Erection of a single storey rear extension following demolition of existing conservatory, erection of a detached garage and construction of porch canopy to front	GRANTED
24/02209/PLF	89 Molescroft Park Molescroft Applicant: Mr Ryan Holland	Erection of a single storey extension to rear of existing side extension, and increase in roof height, installation of a roof lantern and window to front of existing side extension	GRANTED

2931. Councillor Vacancies

Cllrs noted the withdrawal of one applicant, leaving three (who had formally submitted applications). Various other potential interested persons were discussed, but it was noted that no formal applications had been received yet.

Resolved Cllrs agreed to interview the three applicants immediately prior to the October meeting – it was further agreed that all Cllrs should be in attendance. Clerk was instructed to action accordingly

2932 Update on Pighill Lane amenity land

Cllrs discussed and noted there were no further development in the matter and the land remained undeveloped / unused – Cllrs expressed a view that ERYC needed to lead on this matter and resolve the situation.

Ongoing Matter to be monitored going forwards

2933 Update on review of Pavilion heating system

Ongoing Chair advised that his view was that the Parish Council needed to have an expert / specialist opinion in the matter – it was agreed that he would progress this and report back to Cllrs in due course

2934 January Jolly 2025

Cllrs Aird & Lockyer confirmed this was still scheduled to take place and the proposed date was 12th January 2025. Volunteers would be sought to assist with this over the next few weeks and months.

2935 Purchase of laptop & printer for use of the Activities & Pavilion Manager –

Cllrs discussed and agreed that it was appropriate that the Manager should be provided with a laptop and printer to facilitate his administration duties – he was currently using his own personal equipment and this was not appropriate.

Resolved Cllrs agreed to a budget of £500 and the Clerk was instructed to progress. Clerk was also asked to ensure proper documentation was put in place regarding safeguarding and security of files / personal data.

2936 History Board

Chair presented the proposed new History Board and it was agreed that the Boards should be posted at various locations in the Parish.

Resolved Cllrs agreed to the creation of five boards at £150 each and locations would be discussed at a future meeting.

2937 Explorer Scouts

Resolved Cllrs discussed and unanimously agreed to a donation of £150 (each) to the two Scouts for their efforts in improving the local community and towards their future scouting expedition – Clerk was asked to progress accordingly.

2938. Feedback from Meetings Attended (All)

Resolved No meetings had been held which required reporting back on

2939. Items for Next Agenda (All)

Resolved No immediate items listed, agenda for October to be agreed in due course

There being no further business, the Chair closed the meeting at 2025

Date of Next Meeting 17th October 2024 – Cllr Hilyard advised he would be away on this date and Cllr Pinder would chair the meeting

Minutes produced by: Andrew Crabbe, (Locum) Clerk. Date: 16th October 2024.

Signed *Mike Hildyard* (Chairman)