

**AIRMYN PARISH COUNCIL  
17 APRIL 2024 AT 7.00PM  
AIRMYN MEMORIAL HALL**

**PRESENT:** Councillors M Nundy (Chair), C Goddard, StJ Meyers, R Lowe and F Stones  
Ms A Hirst (Parish Clerk)  
Mr N Stead (resident)

**APOLOGIES:** Councillors H Matthews and K Staward.

056/2024 **WELCOME AND INTRODUCTIONS** – Councillor Nundy welcomed everyone to the meeting. **(Closed)**

057/2024 **DECLARATIONS OF INTEREST** – None were received. **(Closed)**

058/2024 **MINUTES OF MEETINGS HELD ON 13 MARCH 2024**  
**Resolved** – That the proceedings of the monthly meeting of Airmyn Parish Council, held on 13 March 2024 be agreed as a true record and be signed by the Chair. **(Closed)**

**Resident Participation Time**

059/2024 **UNTIDY LAND AND POLLUTION CONCERN** – A resident shared their concerns about rodent infestation around the grounds of The Old School House. The Chair responded, advising that East Riding of Yorkshire Council ('ERYC') and the Environment Agency ('EA'), as the appropriate land owners, were aware of the situation and were implementing various strategies to resolve the issues. The Clerk was in constant dialogue with ERYC and the EA on this matter. The Chair requested the Clerk provide the resident with appropriate contact details for pest control.  
**Resolved** – (a) That the Clerk request an update from ERYC/EA and circulate to councillors, and (b) that the Clerk add relevant contact details to social media in order that residents can report their concerns directly. **(Closed)**

060/2024 **JUNIOR FOOTBALL** – The Clerk advised that the Goole Town Tigers football coach had been invited to this meeting.  
**Resolved** – To defer until the football coach was available to attend council meeting. **(Deferred)**

061/2024 **DOG BINS ON RIVERBANK** – The Clerk presented an email received from a local resident enquiring whether dog bins could be installed on the riverbank. The matter was discussed in detail. However, as the land in question was owned by the EA, the council had no jurisdiction to purchase/install additional dog bins on the riverbank. However, it was agreed that the Clerk would highlight to the EA.  
**Resolved** – (a) That the Clerk advise the EA of the resident's request and also enquire as to whether signage could be erected to direct dog walkers to the nearest dog bin, and (b) that the Clerk provide details to the resident of where parish dog bins were situated in relation to the riverbank.

- 062/2024 **FLOOD DEFENCE** – The Clerk presented an email received from a resident about flood defence measures along the riverbank. The Chair confirmed to the meeting that the EA had responsibility for the flood defences but requested that the Clerk contact the EA requesting them to investigate water seepage through the riverbank wall and to also enquire as to whether ‘flood boards’ or a similar deterrent could be provided for installation at the top of all the steps were the river to be so high that it may breach the defences.  
**Resolved** – That the Clerk contact the EA with regard to flood defence measures, and (b) that the Clerk contact ERYC in order that, should flood boards or something similar be provided by the EA, they could be stored in the Clocktower building.

### Outstanding/Ongoing Issues

- 401/2223 **AIRMYN BOWLS ASSOCIATION (‘ABA’)** – The Chair advised that himself and Councillor Stones had met with representatives from the former ABA to discuss the dissolution of the association and what, if any, plans were in place for lawn bowls to continue on the site. He advised councillors that the meeting was positive and that he and Cllr Stones would continue to liaise with ABA, on behalf of the parish council.  
**Resolved** – (a) That the Clerk request a copy of the current insurance policy for the Airmyn bowls site; (b) that in accordance with the former Airmyn Bowls Association constitution, the Clerk seek confirmation from the ‘council’ of the transfer of both physical and financial assets to Airmyn Parish Council; (c) that the parish council would not progress any opportunities for utilisation of the site before 1 September 2024, and (d) that all volunteers who wanted to continue to manage the site sign the council’s volunteer agreement.
- 420/2223 **MEMORIAL HALL ENTRANCE ROUNDABOUT** – Councillor Meyers advised that the rocks had been removed and disposed of and was now awaiting assistance to continue works.  
**Resolved** – That the position be noted.
- 405/2223 **SPORTS FIELD DRAINAGE** – The Clerk provided the council with requested cost implications relating to preparing and submitting grant applications. The council agreed to proceed and accept the offer of assistance from a resident with submitting a grant application, including the costs should any application be successful.  
**Resolved** – That the Clerk forward the necessary documentation to assist the grant application.
- 008/2024 **TREE SURVEY (BRACKEN HILL)** – The Clerk advised that the necessary form had been completed and submitted to HUW Forestry and that works would commence in approximately 5 weeks (mid-May).  
**Resolved** – That the Clerk update the council once works were complete.
- 022/2024 **MOLES** – Cllr Meyers advised the council that, due to no new activity, no further action was required at the present time. **(Closed)**

## New Issues

- 063/2024 **PLAYGROUND INSPECTION** – The Clerk presented the monthly playground inspection report provided by the council’s playground inspector, Mr R Bramham, for review.  
**Resolved** – That the report be noted and **Closed**
- 064/2024 **FUNDING APPLICATION ASSISTANCE** – Agreed by council to go ahead. (see agenda item 405/2223).  
**Resolved** – That formal agreement be drawn up and circulated for completion. **Closed**
- 065/2024 **VILLAGE COMMUNICATIONS – TEXT ALERT SERVICE** - The Chair proposed that a ‘text alert’ service be provided by the council, with the aim of informing residents of important village information, events and instructions.  
**Resolved** – (a) That the council create a text alert service, accessible to all residents, and (b) that Councillor Lowe add information to the back of the Quiz Night flyer for distribution to all households.
- 066/2024 **SCRIBE** – The Clerk informed the council of the operational challenges she was experiencing with the Scribe financial software. Councillors encouraged the Clerk to persevere with the system and proactively seek assistance from other parish council clerks who used the software. **Closed**
- 067/2024 **ANNUAL PARISH COUNCIL MEETING** – The date for the Annual Parish Council meeting was agreed. It would commence at 6.30pm on 8<sup>th</sup> May 2024. **Closed**
- 068/2024 **ANNUAL PARISH MEETING** – The date for the Annual Parish meeting was also agreed. It would be on the rising of the Annual Parish Council meeting on 8<sup>th</sup> May 2024.  
**Resolved** – That the Clerk invite appropriate village groups to attend the meeting and to request they provide their annual report by 2<sup>nd</sup> May. **Closed**

## Planning

None

## Financial Issues

- 069/2024 **VAT RECLAIM** – The Clerk advised that she had submitted the VAT reclaim for 2023-2024. **Closed**
- 070/2024 **INTERNAL AUDIT** – The Clerk advised that she had submitted all appropriate documentation and financial information to the internal auditor and that she was due to meet with the auditor on 23<sup>rd</sup> April to complete the process. **Closed**

- 071/2024 **AGAR (ANNUAL GOVERNANCE & ACCOUNTABILITY REPORT) –**  
The Clerk advised that the submission deadline for the AGAR was 1st July (which followed the internal audit).  
**Resolved** – That the Clerk advise the council when the AGAR had been submitted.
- 072/2024 **FINANCIAL REPORT** – That the bank reconciliation for the period 8<sup>th</sup> March to 9<sup>th</sup> April 2024 be approved as a true record (**Closed**)
- 073/2024 **PAYMENTS – Resolved** – That the following payments be approved including Clerk salary and direct debits (**Closed**)

Payee	Detail	Cost
ERNLLCA	Annual Membership Fee	£448.63
StJohn Meyers	Reimburse: 6x rolls of grass turf for roundabout	£19.50
StJohn Meyers	Reimburse: Fuel for lawnmower (hall & bowls)	£29.83
*SJ Bristow	Removal & disposal of roundabout rocks	£216.00
	<b>Total</b>	<b>£713.96</b>

\*SJ Bristow invoice presented at the meeting. Approved to pay by council.

#### **Airmyn Community Association (“ACA”)**

- 074/2024 **MINUTES OF MOST RECENT MEETING** – The council reviewed the minutes of the most recent ACA meeting. Noted and **Closed**.
- 075/2024 **GENERAL UPDATE** – The Chair provided an update :  
\* Councillor Stones proposed to purchase ‘child friendly’ attachments for the blinds in the GD room. **Resolved** – That the Airmyn Community Association be respectfully asked to purchase the attachments.  
\* Discussions continued on the viability of recruiting a full time caretaker and explore options of a job share with another organisation. **Resolved** - Further discussion required.

#### **Events Committee**

- 032/2024 **POP UP PUB** – Councillor Lowe provided an update.  
**Resolved** – (a) That Councillor Lowe continue to progress and circulate advertising materials; (b) that Councillor Lowe provide advertising materials to the Clerk for printing, and (c) that the Clerk arrange for Payback team to leaflet drop w/c 22<sup>nd</sup> April 2024.
- 033/2024 **80<sup>TH</sup> ANNIVERSARY OF D-DAY LANDINGS (9<sup>th</sup> June 2024)** – Councillor Lowe provided an update on progress with the event and advised that the alcohol licence had been obtained.  
**Resolved** – (a) That Councillor Lowe upload advertising materials onto social media, and (b) that Councillor Lowe provide advertising materials to the Clerk in order that she could arrange leaflet drop nearer the date.

051/2024 **ROLLER DISCO** – The Clerk had provided quotes for roller skate hire to councillors, before Councillor Lowe provided an update.  
**Resolved** – That Councillor Lowe continue to progress.

The Events Committee would continue to seek resident suggestions for community events.

*Cllr Meyers left the meeting at 8.50pm*

**Airmyn News**

076/2024 **ITEMS FOR INCLUSION IN NEXT EDITION**  
Next edition scheduled for June 2024.  
**Resolved** – Defer to meeting on 8<sup>th</sup> May 2024 (**Deferred**).

**Any Other Business**

077/2024 **COUNCILLOR COMMUNICATIONS** – The Chair proposed that a ‘councillor only’ whatsapp group be set up.  
**Resolved** – That the Clerk set up the whatsapp group. **Closed**

078/2024 **TWO-WAY MIRROR AT THE CLOCKTOWER** – Cllr Goddard proposed that a two-way mirror be installed on the bend at the Clocktower.  
**Resolved** – That the Clerk contact ERYC Highways and advise of the request for the installation of a two-way mirror.

079/2024 **HOWDEN HAMMERS U11 GIRLS FOOTBALL** – The Clerk informed the meeting that a request had been received to use Airmyn playing field each Tuesday for training by Howden Hammers U11 girls football team. The request was to use the area identified for the current junior football pitch. The request was accepted and there would be no charge.  
**Resolved** – That the Clerk advise the requestor. (**Closed**)

080/2024 **VOLUNTEER AGREEMENTS** – The Clerk was requested to provide J Rushby, N Stead and S Theaker with Volunteer Agreement for completion and return. Councillor Stones also requested some ‘blank’ Volunteer Agreements.  
**Resolved** – That the Clerk provide Volunteer Agreements as requested (**Closed**)

**Exempt Matters**

Under the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded due to the confidential nature of the business on staffing about to be transacted.

None

**Date of Next Meeting: 8<sup>th</sup> May 2024 at 7pm (approx.)**

The Chair thanked everyone for their attendance and closed the meeting at 9.15pm.

Signed as a true record .....  
Chairman Date