



**Minutes of the Meeting held on  
Thursday 14<sup>th</sup> March 2024 at 7.00pm**

---

Those Present:- Cllrs; R. Almond (Chair), M-R. Hardy (Vice Chair), S. Johnson, P. Jones,  
A. McLeod, N. Readshaw, M. Slingsby and P. Smith  
M. Pickering – Clerk  
Ward Councillor R. Harrison  
One member of public

---

151 Apologies for Absence - Ward Cllr. M. Sutton.

152 Declaration of Pecuniary and Non-Pecuniary Interests

<b>PECUNIARY - NONE</b>
-------------------------

<b>NON-PECUNIARY - NONE</b>
-----------------------------

153 Public Speaking - None.

154 Local Police Report - Councillors had received the latest Parish/Town News Release for February 2024. The statistics showed that crime is decreasing but members are concerned this may be due to victims not reporting incidents.

Crime Prevention and Community Safety Event 2024 - This event will take place on Thursday 11th April at Beverley Conference Centre, 12.30pm – 3.30pm. Members to contact the Clerk if they wish to attend.

155 Update from Tranby Ward Councillor - The Chairman welcomed Cllr. Ross Harrison to the meeting and congratulated him on his recent election success. On behalf of Cllr. Sutton, Cllr. Harrison updated members on issues dealt with since February 2024. Tranby Lane flooding and cemetery was discussed and the following update provided: *Culvert Entry @ 140 Tranby Lane: A new headwall and culvert entry is to be fitted with a sloping design specifically to reduce the incidence of blockage. This is being specially manufactured and is on order and expected to be installed by the end of April, but may be sooner. This is being done by the landowner. Ditches: More work is to be done on the ditches on the south side of Tranby Lane during March. Again this is being done by the landowner. It includes work to direct water that accumulates in the field corner, next to the junction with Tranby Ride, back into the ditch so that it runs away via the culvert. Culvert between Tranby Ride and Croft Drive: The council have commissioned a specialist company to survey the culvert and associated ditch on the south side of Tranby Lane at considerable expense. Some of this work has been done already but is dependent upon weather conditions and the other work the company has been commissioned with from the council, some of which is a higher priority in others parts of the East Riding. It's intended that this assessment will be completed by the end of April. In doing this work the contractor is having to clear and cut a lot of tree roots, which is slowing progress a little. Once this work is done they will have a view on any work that is needed but the section underground is expected to be challenging due to its length.*

*Furthermore, E.R.Y.C. has confirmed that the ditch and underground water course along the entirety of the south side of Tranby Lane falls under riparian responsibilities, i.e. not the council's responsibility. All the households should be aware of this via their deeds. Once all the work is completed the officers from ERYC will reassess the flooding risk to see if further work is needed.*

*More work is needed at Anlaby Cemetery. When it rains heavily the "peace garden plot" at the far south west end of the cemetery gets absolutely saturated, as the water is unable to get from the land at the western end of the plot into the ditch.*



**Minutes of the Meeting held on  
Thursday 14<sup>th</sup> March 2024 at 7.00pm**

*The pathways are acting as storm drains directing the water into the new car park and over the vehicle access. This is actually making this part of the cemetery unfit for its intended purpose due to standing water.*

*On a wider note, it also appears that there is still some construction work to be done to complete this part of the cemetery extension and that the new car park gates are always locked. Cllr. Harrison to get an update on when the work will be finished.*

The Parkway - Nothing to report at present.

156 Minutes Parish Council Meeting (8<sup>th</sup> February 2024) - Minute 143 (a) Cllr. Smith (not Readshaw) had received the complaints about the poor state of the street lighting columns on St Peter's Avenue. The minutes of the Parish Council Meeting held on Thursday 8<sup>th</sup> February 2024 were then accepted as a true record of what took place and were duly signed by the Chairman.

157 Matters Arising from Minutes

Minute 137 - Cllr. Johnson to forward the Haltemprice play park anti-social behaviour survey to the Clerk for printing.

Minute 140 (123) - The Clerk circulated a map showing ownership of parking bays in the car park on Hull Road Anlaby. Clerk to contact E.R.Y.C. requesting patrols from the Parking Enforcement Officer for the car park and also Lowfield Road, parking in both these areas is problematic.

Minute 140 (123) - The Women in War statue has arrived.

Minute 140 (123) - The defibrillator is now in place on Aspect of Anlaby.

Minute 143c - It was agreed that Ward Cllr. Sutton meet with an E.R.Y.C. Officer to confirm sites for the two new bins on Bernadette Avenue to Rokeby Park footpath.

Minute 145 - E.R.Y.C. had given Aspect NHW permission to plant the trees funded by the Parish Council. Cllr. Readshaw asked for volunteers to help with planting during the last week in March.

Minute 148 - Members were reminded to let Cllr. Hardy know of any grit bins that require filling. Maplewood Avenue, Sainsburys car park and Weeton Way/Saffrondale all require replenishing.

158 Finance

a) Online Payments March 2024 - The following payments were approved:-

PAYMENT CODE	DETAILS	AMOUNT	VAT AMOUNT
<b>14<sup>TH</sup> MARCH 2024</b>			
102	Microsoft 365 Personal	£5.99	£1.00
103	Staffing (Pay/Petrol/Expenses/Home Working	£1096.36	Nil
104	Easily Ltd (Website Domain Name Renewal)	£20.89	£3.48
105	Stationery	£42.84	£7.14
106	Men in Sheds Haltemprice (Bat boxes)	£42.00	Nil
107	RBLI (Women in War Statue)	£200.00	£33.34
<b>PAYMENTS BY STANDING ORDER/DIRECT DEBIT</b>			
108	East Riding Pension Fund – Contribution Employer/Employee	£309.88	Nil

The Clerk was given approval to pay outstanding invoices by 31<sup>st</sup> March 2024.

b) Finance Report/Bank Reconciliation/Bank Statements - Members received and approved the latest finance report to 29/02/2024.



**Minutes of the Meeting held on  
Thursday 14<sup>th</sup> March 2024 at 7.00pm**

Bank Reconciliation at 29 February 2024 was presented to council along with the respective bank statements and duly signed by the Chair of the meeting.

- c) Notification of Internal Audit 2023/24 - Internal audit instructions received.

159 Recommendations by the Parish Council to the East Riding of Yorkshire Council on Planning Applications 14<sup>th</sup> March 2024

- FULL PLANNING PERMISSION - Erection of single storey extension to side within existing carport - 15 Park Walk, Anlaby Common - **No observations.**
- FULL PLANNING PERMISSION - Erection of single storey extension to rear - 41 Windsor Avenue, Anlaby - **No observations.**
- FULL PLANNING PERMISSION - Erection of porch to front, alteration to roof and construction of dormer window to front, and erection of single storey extension to rear - 16 Croft Drive, Anlaby - **No observations.**
- FULL PLANNING PERMISSION - Erection of two storey and single storey extension to rear - 12 Hildyard Close, Anlaby - **No observations.**
- WORKS TO PROTECTED TREES - TPO – ANLABY NO. 9 – 1997 (REF 468) A5 – Crown reduce 8 no. Yew trees (A, B, C, D, E, F, G, H) by reducing approximately 12 no. low branches by up to 0.6 metres due to branches overhanging rear garden of 10 Voases Close - Anlaby House Grounds Amenity Land, Beverley Road, Anlaby - **Noted.**

Planning Decisions 14<sup>th</sup> March 2024

- Erection of single storey rear extension, rear dormer with Juliet Balcony and raised patio to rear – 25 Voases Close, Anlaby – GRANTED

160 Environmental

- a) Tree Preservation Orders and Tree Felling - E.R.Y.C. Tree Officer had inspected the Eucalyptus tree on Wolfreton Drive and an old fruiting body of a bracket fungus was observed at the convergence of a structural root and the main stem. A TEMPO assessment had been carried out and the presence of the fungus considerably reduced the possible score as it draws in to question the long-term structural stability of the tree. Therefore, the Eucalyptus tree does not merit a TPO. The Sequoia tree within the grounds of 19 Croft Drive, Tranby Lane, is already protected under Tree Preservation Order (Anlaby No.8) 1997. Members are very concerned about all the tree felling in the area, recently Lowfield Road and Beverley Road. Clerk to find out if the trees on the corner of South Ella Way and Beverley Road, Kirk Ella, have TPO's on them as historically this area has been under threat. Cllr. Readshaw asked if moving forward, the Parish Council could replace any trees felled by residents, possibly by planting on grass verges. Members to consider areas that would benefit from additional trees and report back at the next meeting. Cllr. Slingsby to provide members with a list showing which trees in the parish have TPO's on them.
- b) Tranby Lane Flooding - Covered under minute 155.
- c) Provision of Bat Boxes for Tranby Lane Cemetery - The Clerk had written to E.R.Y.C. about the possibility of installing bat boxes in the cemetery. Confirmation had been requested about the Parish Council's involvement going forward and if we had looked into the licenses required once installed. Clerk to respond advising we would supply, install and monitor the boxes for maintenance.
- d) Anlaby Common - Currently very wet. Horses present and dog walkers seen. Clerk to write to Central Land Holdings about the maintenance of the boundary fence plus the trees overhanging the footpaths. Cllr. Marshall to provide the Clerk with photographs.
- e) Anlaby Woods - Lots of wildlife present including birds.



**Minutes of the Meeting held on  
Thursday 14<sup>th</sup> March 2024 at 7.00pm**

---

- f) Request for two litter bins Aspect Estate, Lowfield Road, Anlaby - A request had been received for two litter bins, one to be located just inside the large field and the other at the end of the grass pathway from the end of Heathcote leading to the main field. LBV/6 bins are currently priced at £437.98 and £138.00 for installation, prices inclusive of VAT. The request was unanimously approved.
- g) Anlaby House Grounds - The Chairman asked members to consider some ideas he'd had for Anlaby House Grounds, an area which he feels is currently under-utilised - ideas included: creating a water area, flower meadow, bird feeders, picnic tables?

161 Administration and Communication

- a) Parish Council Vacancies and Co-option - Currently three vacancies on the Parish Council including the one advertised to replace Cllr. J. Kitchen. Paperwork pertaining to Mrs. Kayleigh Marshall had been circulated prior to the meeting for members to consider. After discussion, it was unanimously agreed to formally co-opt Mrs. Kayleigh Marshall. Cllr. Marshall was invited to join the meeting.
- b) Update on Revision of Parish Council Procedures - The Clerk confirmed that ERNLLCA had agreed to work with the Parish Council to review and update all Parish Council procedures.
- c) Set date and time for Annual Parish Meeting - Clerk to check room availability for Thursday 2<sup>nd</sup> May 2024, 7.30pm and confirm at next meeting. It was agreed to provide drinks, biscuits etc.

162 Current Projects/Events

- a) Community Speed Watch - More volunteers are required before a training session can be organised. Cllr. Johnson to contact former Councillor Michael Chappell about his interest in joining.
- b) Provision of Defibrillators - Cllr. Johnson to speak to the new owners of what was Crofters Restaurant about the possibility of having a defibrillator on the outside of the building.
- c) Christmas 2024 - Clerk to obtain price list from *lite-ltd* for selected lighting column displays. Currently considering an additional 25 lights on Lowfield and 6 on Wilson Street plus eight of the existing lighting column festive displays require repairing or replacing. The idea of a joint venture with Kirk Ella & West Ella Parish Council to install festive lights on Haltemprice roundabout was discussed, Clerk to take idea to Kirk Ella & West Ella PC. The Clerk reported that Rev. Steve Wilcox had replied favourably about working with the Parish Council at a seasonal celebration on the evening of Friday 6th December 2024. Clerk to book St. Mark's facilities for the evening. It was agreed a meeting of the Events Working Group (Cllrs. Johnson, McLeod, Smith, Almond, Jones, Marshall, Readshaw and the Clerk) take place on Thursday 4<sup>th</sup> April at 7.00pm. Dates for 'Connect Café' – 19<sup>th</sup> March, 16<sup>th</sup> April and 21<sup>st</sup> May – 10.30am at St. Peter's Church, Anlaby.
- d) 80th Anniversary D-Day 6th June 2024 - Cllr. Johnson to enquire with The Royal British Legion about any planned events for 6th June. The Clerk advised that D-Day 80 Flags of Peace (3ft x 2ft) are available to buy.

163 East Riding of Yorkshire Issues

- a) Update on Adoption of Aspect of Anlaby, Lowfield Road - Nothing to report.



**Minutes of the Meeting held on  
Thursday 14<sup>th</sup> March 2024 at 7.00pm**

---

- 164 General Correspondence
- a) E.R.Y.C. Proposed Plan of Works and Associated Diversion North Street, Anlaby - Road closure necessary to carry out the works in a manner consistent with ensuring the safety of the public. The order is valid for 18 months, but it is anticipated that the works will be completed by 27<sup>th</sup> September 2024.
- b) E.R.Y.C. Proposed Plan of Works and Associated Diversion Wolfreton Drive Anlaby - Road closure necessary to carry out the works in a manner consistent with ensuring the safety of the public. The order is valid for 18 months, but it is anticipated that the works will be completed by 20<sup>th</sup> September 2024.
- 165 Training and Development - Nothing to report.
- 166 Agenda Items for Next Meeting
- The Parkway (RA)
  - Tree Planting
  - Social Media
  - Possible new Woods (Tranby Lane)
- 167 Date and Time of Next Meeting - Thursday 11<sup>th</sup> April 2024, 7.00pm at the Community Building, First Lane, Anlaby.

---

Chairman's Signature

Meeting closed at 9.25pm.