



**Minutes of the Meeting held on
Thursday 11th September 2025 at 6.30pm**

Those Present:- Cllrs; N. Foster, C. Garner, M-R. Hardy, S. Johnson, P. Jones, M. Slingsby and P. Smith (Vice Chairman)
M. Pickering – Clerk
Ward Councillor M. Sutton.
Two E.R.Y.C. Officers

Chair for the meeting Cllr. Smith. Items were taken out of order from the agenda.

- 60 Public Speaking - Lianne Darbison (Senior Engineer – Traffic Management, E.R.Y.C.) and Carl Gillyon (Head of Highway Network Management, E.R.Y.C.) attended the meeting to provide an overview of how East Riding of Yorkshire Council Highways /Traffic Management department operates and how highways-related work is prioritised. Budgets and costs associated with highway schemes were discussed.

(Cllr. Johnson joined the meeting, 6.50pm)

Actions Arising:

Carl Gillyon to email the following documents to the Clerk: Who deals with what? – Highways, Enforcement, Traffic related enquiries. Technical Operational Guidance – Crossings, and to check email log from Cllr. Slingsby to the Streetscene Hub.
Lianne Darbison to produce summary of meeting and provide article for inclusion in next Parish Council newsletter.
Parish Council to forward SID application and consider what content should be included on the Highways section of the E.R.Y.C. website.

- 61 Apologies for Absence - Cllrs. Marshall, McLeod, Readshaw and Ward Councillor Harrison. Cllr. Hardy expressed concern over the number of apologies received.

- 62 Declaration of Pecuniary and Non-Pecuniary Interests

PECUNIARY - NONE
NON-PECUNIARY - NONE

- 63 Police Report - A formal report had been submitted to the Police regarding criminal damage to a tree on Foxes Chase, Anlaby.

- 64 Update from Tranby Ward Councillor - Ward Cllr. Sutton provided a summary of matters addressed over the past two months. She also reported a dead Cherry tree on Woodland Drive at the junction with Mill Lane and requested that it be added to the Parish Council's tree planting list.

- 65 Minutes Parish Council Meeting (10th July 2025) - The minutes of the Parish Council Meeting held on Thursday, 10th July 2025 were approved as a true and accurate record and were duly signed by the Chairman.

- 66 Matters Arising from Minutes

Minute 49 (40) - Cllr. Hardy thanked members for participating in the parish tour and noted that some areas are yet to be visited, which will be included in a future tour.
Minute 52d - Positive feedback had been received regarding the new bench on Wilson Street, Anlaby.

- 67 Finance

a) Online Payments and Receipts August and September 2025 - Payments for approval:-



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PAYMENT CODE	DETAILS	AMOUNT	VAT AMOUNT
278	Staffing (Pay/Petrol/Expenses/Home Working) [14.08.25]	£1190.52	Nil
279	Glasdon UK Limited (Bench Wilson Street Bus Shelter) [14.08.25]	£896.38	£149.40
280	Mr. A. Capraro (Works around the parish) [14.08.25]	£102.00	Nil
281	Equipment for 'Friends of Anlaby House Grounds' [14.08.25]	£29.16	£4.88
282	E.R.Y.C. (Councillor I.D. Badges) [14.08.25]	£27.49	£4.58
283	Boston Bulbs (2 x 20kg Daffodil Bulbs) [14.08.25]	£70.79	£11.80
284	Men in Sheds Haltemprice (Room Rental Aug – Oct 2025) [14.08.25]	£475.00	Nil
285	East Riding Pension Fund – Pension Contribution Employer/Employee [14.08.25]	£357.86	Nil
286	Cllr. A. McLeod (Various receipted expenses)	£71.79	Nil
287	Will Flow (Christmas Event)	£225.00	Nil
288	L & K Warcup Construction Ltd (Delivery and Fixing of Bench Wilson Street)	£90.00	£15.00
289	JRB Enterprise Ltd (Economy Dispenser Bags)	£130.92	£21.82
290	The Festive Lighting Company Ltd (17 x lights for street lighting columns final 50%)	£3000.48	£500.08
291	Stationery	£8.99	£1.50
292	Printer Ink	£12.34	£2.06
293	Staffing (Pay/Petrol/Expenses/Home Working)	£1190.52	Nil
294	Vision ICT Ltd (Website Hosting Nov25-Oct26)	£294.30	£49.05
295	Cllr. M. Slingsby (Mobile £5 Plan)	£5.00	Nil
297	Vision Print (Tabards and Stationery)	£209.00	Nil
298	PKF Littlejohn LLP (Limited Assurance Review year ended 31 March 2025)	£378.00	£63.00
PAYMENTS BY STANDING ORDER/DIRECT DEBIT			
296	East Riding Pension Fund – Contribution Employer/Employee	£357.86	Nil

- b) Finance Report/Bank Reconciliation/Bank Statements - The Finance Report to 31st August 2025 was received and approved. Bank statements and the bank reconciliation for the period ending 31st August 2025 were received and duly signed.
- c) Internal Audit Services - The Clerk reported that the Internal Auditor has given advance notice of his intention to withdraw from auditing the Parish Council, having accepted a new role with a large Public Sector organisation. The Council will need to appoint a new Internal Auditor for the current financial year.
- d) Annual Servicing of Anlaby Clock - The Clerk reported that the service agreement for the Anlaby clock for the period 2026–2028 is now due, at a cost of £886 excluding VAT. Following discussion, this was approved by the Council.

68 Recommendations by the Parish Council to the East Riding of Yorkshire Council on Planning Applications 14th August and 11th September 2025

- FULL PLANNING PERMISSION - Erection of single storey extension to rear, construction of garden area with erection of surrounding fence, installation of new window to side, re-alignment of existing car parking bays and re-siting of



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- existing condenser units - Springboard Nursery, The Bloc 38 Springfield Way, Anlaby - **No observations.**
- FULL PLANNING PERMISSION - Installation of windows to side - 63A Tranby Lane, Anlaby - **No observations.**
 - FULL PLANNING PERMISSION - Construction of new roof over existing dwelling with increased ridge height, first floor extension to side, construction of dormers to front and rear with Juliet balconies to rear and increase in height of existing chimney - 15 Croft Drive, Anlaby - **No observations.**
 - FULL PLANNING PERMISSION - Erection of single storey extension to existing outhouse incorporating an increase in height - 4 Croft Drive, Anlaby - **No observations.**
 - FULL PLANNING PERMISSION - Erection of two storey extension to front, installation of 2no. rooflights to front, and installation of ground and first floor windows to side following demolition of existing garage/store - Berriedale Tranby Lane, Swanland - **No observations.**
 - WORKS TO PROTECTED TREES - TPO – ANLABY NO. 18 – 2007 (REF 1133) T1 – Crown reduce 1 no. Tulip tree (T1) by 2 metres and crown lift by 2 metres to prevent the branches from affecting the telephone cable and to provide clear access to the driveway - 75 Tranby Lane, Anlaby - **No observations.**

Planning Decisions 11th September 2025

- Erection of single storey rear extension, carport and bin store to side and alterations to windows and doors following demolition of existing redundant garage - 19 Voases Close, Anlaby - **GRANTED**
- Erection of single storey extension to front - A And A Motors, Fraser Way, Anlaby - **GRANTED**
- Change of use of grassed area to use as vehicle parking area, erection of an access gate, cycle storage and 1.2m high picket fence and installation of multi matting surface - Peter Fraser Accident Repair Centre, Fraser Way, Anlaby - **GRANTED**
- Erection and upgrade of perimeter fencing, gates and CCTV - Tranby School, Tranby Ride, Anlaby - **GRANTED**
- Erection of a two storey extension to front, single storey extension to side and rear, conversion of existing integral garage to additional living accommodation, and raising of roof height with the construction of 4 no. dormer windows to rear - 22 Croft Drive, Anlaby - **REFUSED**
- Installation of windows to side - 63A Tranby Lane, Anlaby - **GRANTED**
- Change of use from former Chapel to dwelling, construction of mezzanine floor, installation of two roof lights to north elevation, new door in existing opening to side and installation of roller shutter door to front entrance to create store - Scout Hut, 12 Church Street, Anlaby - **APPEAL SUBMITTED**

69 Environmental

- a) Anlaby Common - No issues.
- b) Anlaby Woods (Lowfield Road) - No issues.
- c) Request for Litter Bins near Normanton Rise - Ward Cllr. Harrison requested two new litter bins: one on the green between Kendal Road and Lincoln Way, and another at the Norland Avenue entrance to the snicket. It was noted there are no bins on Norland Avenue, leading to littering near the school road. The Parish Council is unable to fund additional bins at present but will reconsider in the next financial year unless E.R.Y.C. could fulfil the request.
- d) Provision of Noticeboard Anlaby Retail Park - Permission to install a community noticeboard on the Anlaby Retail Park had been refused by Workman LLP. Clerk to write to Morrisons to enquire if they would be willing to accommodate a noticeboard on the grass verge.



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- 70 Administration and Communication
- a) Parish Council Website/Social Media and Communication - Cllr. Slingsby provided an update on the transition to the new email addresses and website domain. It is hoped that the new website address will be published on the Parish Council Christmas card. The Clerk was asked to contact ERNLLCA for information and guidance on the use of artificial intelligence (AI) in website content to ensure compliance with best practice standards.
 - b) Local Government Services Pay Agreement 2025/26 - Details of the Local Government Services pay agreement was read out and approved, backdated to 1st April 2025.
 - c) Update Parish Council Vacancy - Nothing to report.
- 71 Current Projects/Events
- a) List of Possible Projects - Ongoing, agenda item quarterly.
 - b) Christmas Event 2025 - The Clerk provided an update on the planning of the Christmas event. Next meeting of the Events Working Group 25th September.
 - c) Speed Indicator Devices - Cllr. Slingsby to progress application.
 - d) Friends of Anlaby House Grounds - It was noted that the memorial bench in the grounds is in excellent condition following recent refurbishment.
- 72 East Riding of Yorkshire Issues
- a) House Building Proposals - Ongoing, agenda item quarterly.
- 73 General Correspondence
- a) Email Riding Local Plan – Keeping you up to date - The Clerk and Cllr. Slingsby have registered to receive updates on the next Local Plan and related Planning Policy documents.
 - b) Email from Resident re. Overgrown trees at back of property on Sycamore Close - The Clerk reported difficulty in establishing ownership of the land behind the gardens on Sycamore Close. A resident has requested that overhanging trees be cut back. E.R.Y.C. has advised they do not own the land and suggested the Parish Council may be the owner. It was agreed the matter be referred to Ward Cllr. Sutton for assistance.
 - c) Email from ER Lieutenancy re. National Honours - The Clerk was asked to display posters on parish noticeboards promoting the National Honours, with the aim of encouraging more nominations from the local area.
- 74 Training and Development - Cllrs. Foster, McLeod, Slingsby and Smith are booked to attend the Town and Parish Meet and Greet Event at Beverley on Thursday 18th September 2025.
- 75 Agenda Items for Next Meeting
- Haltemprice Skatepark (MRH)
- 76 Date and Time of Next Meeting - Thursday 9th October 2025, 7.00pm at the Community Building, First Lane, Anlaby.

Chairman's Signature

Meeting closed at 8.45pm.