ALLERTHORPE PARISH COUNCIL

MINUTES OF THE MEETING HELD ON 19th November 2025

AT 7.15pm AT ALLERTHORPE VILLAGE HALL

Present – Cllrs Wilkinson (Chair), Stageman, Butler, L Mace, C Mace & Sutton. Clerk – Ruth Jackman ILCA/PIALCA.

Also, present Ward Cllr West

1. **Welcome & to receive apologies –** received from Cllr Wright & Ward Cllr Hammond
2. **To agree to open the meeting to**
   a. **members of the public** – none present
   b. **Ward Councillors –** update from Ward Cllr West regarding the weekly food waste collections that are being rolled out, including the number of extra vehicles & staff required. Budget process has started at East Riding of Yorkshire Council. Council asked about pavements in the village (especially from village hall towards Waplington Lane & from the village towards A1079), Ward Cllr West will chase these up & ask about edging out the pavements as well
3. **To receive any Declaration of Pecuniary or Non-Pecuniary Interest –** none received
4. **To agree the minutes to the meeting held on 10th September 2025 –** agreed, signed by Cllr Wilkinson
5. **To note the Clerk's report –** Dot gov.uk emails – 3 councillors still to confirm set up. HMRC/PAYE – Still outstanding, unable to set up direct debit until this is sorted. Internal audit report actions – only action still to do is the minutes to go onto the website. (Took long enough to find some of them, some paper copies were missing). This is a lengthy process which either involves scanning in of each set of minutes or extracting the minutes out of files on the laptop or external hard drive. Neighbourhood watch – new co Ordinator found. Village Hall title deeds transfer – Harrowells submitted 21st October 2025 to Land Registry, estimated completion date 4th September 2026. CiLCA – training continues.
6. **Finance**
   a. **To check & sign bank reconciliation, balance £18,512.24 as of 1st November 2025 –** checked, signed by Cllr Stageman
   b. **To note payments listed below –** noted, invoices signed by Cllrs Stageman & Butler
   c. **To approve Clerk expenses – stationery £18.32, mobile phone top up £30, Defib battery £205 (+ £41 VAT) –** approved, signed by Cllrs Stageman & Butler. September expense form signed by Cllrs Stageman & Butler
   d. **To discuss proposed draft budget for 2026/27 –** discussed, to be brought back to January meeting to finalise
   e. **To receive quotes for noticeboard & decide thereon –** decided to order from The Parish Notice Board Company
   f. **To consider paying a share of Clerks SLCC membership (£41.80) –** agreed to pay

Signed

7. **Planning**

To note any observations submitted regarding application

25/02926/PLF | Erection of a detached garage/carport to front | Old Granary Main Street Allerthorpe East Riding of Yorkshire YO42 4RW – submitted as no observations 06.11.2025

To note decision for -

a. **25/01814/PLF Erection of two storey extension to side and rear, porch to front; alterations to windows and doors; and construction of hardstanding area to extend existing driveway (Revised scheme of 24/03609/PLF)|Dunford House Waplington Lane Allerthorpe East Riding of Yorkshire YO42 4RW –** granted with 6 conditions

b. **25/02015/PLF Siting of a replacement lodge and construction of decking|Conifer Lake Carp and Coarse Fishery Melbourne Road Allerthorpe East Riding of Yorkshire YO42 4RL -** granted with 6 conditions

c. **25/02132/PLF|Erection of a hip to gable extension increasing eaves and ridge height with dormer windows and roof lights at front and rear, erection of a two storey extension to side and single storey extensions to front and rear, following demolition of existing garages, extensions and bay window, application of render over plinth brickwork, and construction of connecting driveway|Airborne View Back Lane Allerthorpe East Riding of Yorkshire YO42 4RP -** granted with 4 condition

8. **Update on meeting with East Riding of Yorkshire traffic management– Cllr Stageman & Butler** – verbal update given. Some ideas have been provided by East Riding of Yorkshire Council to be considered by both parties

9. **Update on CLG & site visit – Cllrs Stageman & Sutton** – verbal update given on progress

10. **Update on Grantscape – Cllr Sutton –** verbal update given, 5 grants were agreed totalling £24k

11. **To confirm the dates of the next meeting & receive any agenda items for the next meeting**

Wednesday 14th January 2026 Budget/Precept setting, grants

Future date agreed as Wednesday 20th May 2026 Annual Parish Council Meeting & Annual Parish Meeting

12. **To set dates for 2026/27 – proposed dates are Wednesday 19th August, Wednesday 18th November, Wednesday 13th January 2027, Wednesday 19th May 2027** – dates agreed

13. **To consider excluding the press & public due to the confidential nature of the business to be transacted –** resolved

14. It was agreed to end the Clerk probation period & confirmed the position as permanent

15. It was agreed that no appraisal would take place at present but would be reviewed if appropriate

Meeting closed at 9.15pm

Signed **Date 14th January 2026**

Payments (excluding VAT) from 10th September to date

HMRC/PAYE Q2	413.57
Clerk salary including working from home allowance, back pay & overtime - September	748.24
Village hall rent for September meeting	25.00
Painless Payroll	14.00
Bank Charges September	6.00
Streetlights	241.70
Clerk salary including working from home allowance – October	306.40
Painless Payroll	14.00
Bank charges October	6.00
Plants	69.87
ERNLLCA Conference (22% of total cost)	8.80

Signed