ALLERTHORPE PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON

22nd July 2026

AT 7.15pm AT ALLERTHORPE VILLAGE HALL

Present – Cllrs Stageman, Butler, Sutton & Wright. Clerk/RFO – Ruth Jackman CiLCA.

Also, present Ward Cllr West

1. **To receive apologies –** Cllr Mace. Cllr Wilkinson on dispensation
2. **To receive any Declaration of Pecuniary or Non-Pecuniary Interest** – none declared
3. **To agree to open the meeting to**
   a. **members of the public –** none present
   b. **Ward Councillors –** Ward Cllr West reported back on the height barrier request for the old piece of road by the A1079 roundabout – East Riding of Yorkshire Council have said they won't install them. The pavement between the village & A1079 is still part of the LCWIP Scheme & subject to sourcing external funding and further appraisal. Resident had been in contact regarding pavement from village to Lakeland Park, East Riding of Yorkshire Council have said they would not be installing one. Speeding through the village was also discussed.
4. **To agree the minutes to the meeting held on 20th May 2026 –** agreed, signed by Cllr Stageman
5. **To co-opt a Councillor & receive Acceptance of Office –** deferred to September meeting
6. **To agree the changes to the Grants Policy -** agreed
7. **To note the Clerk's report - HMRC/PAYE** – nothing to update, still outstanding, unable to set up direct debit for HMRC/PAYE until this is sorted. **Internal audit report actions** – visit to Beverley archive needed for old AGAR forms, internal control document to finish, website accessibility check to do & data audit is ongoing. **Village Hall title deeds transfer** – nothing to update. **CiLCA** – completed. **Digital AGAR trial** – one of the 78 parishes/towns that took part, feedback regarding it has been submitted. **Register of Interest forms** – updated on website due to change in legislation regarding home addresses.

   Ward Cllr West left the meeting
8. **Finance**
   a. **To check & sign bank reconciliation, bank balance £17,171.39 on 1st July –** checked, signed by Cllr Butler
   b. **To note payments, listed below –** noted, signed by /Cllrs Butler & Wright
   c. **To approve clerk expenses, listed below –** approved, signed by Cllrs Butler & Wright
   d. **To agree to clerk attending ERNLLCA conference, cost £8.75** - agreed
   e. **To review budget spent so far this year –** reviewed, no concerns raised

Signed

9. **To agree Internal Auditor for 2026/27 –** agreed to appoint Andromeda Admin & confirm they are independent and competent

10. **To receive an update on the Village Welcome Pack & agree any actions needed (Cllr Butler) –** Councillors agreed for their contact details to be included in the pack

11. **Planning**

    To decide on observations/comments for

    26/01625/PLF | Erection of detached garage | Dunford House Waplington Lane Allerthorpe East Riding of Yorkshire YO42 4RW – agreed to submit a no observations comment

    To note observations/comments submitted for

    26/01166/PLF | Change of use of buildings and land to builders merchant including trade counter following partial demolition and internal alterations to existing warehouse, external alterations to include installation of rooflights, solar panels, floodlights, roller shutter doors, doors and windows, installation of three canopies, erection of new fencing, gates and external storage racking, creation of new parking/servicing areas including resurfacing works and installation of floodlighting and EV charging point | Atkinsons Unit South Of Post Haste Printers Limited Pocklington Airfield Industrial Estate Halifax Way Barmby Moor East Riding Of Yorkshire YO42 1NR – submitted as no observations. East Riding of Yorkshire Council has granted permission with 11 conditions

    To note decisions for -

    a. **26/00743/PLF | Erection of detached dwelling with associated access and works | Land West Of 1 Greenhills Cottages Main Street Allerthorpe East Riding Of Yorkshire YO42 4RN –** refused by East Riding of Yorkshire Council

    b. **26/01010/VAR | Variation of Condition 13 (Approved Plans - Site Plan and Drainage Details) of planning permission 23/03834/PLF (Erection of a four-storey office building, installation of rooftop PV panels and associated infrastructure) to allow update to drainage strategy condition to be revised to align with the updated design | Land East Of Bond International Limited Pocklington Airfield Industrial Estate Halifax Way Barmby Moor East Riding Of Yorkshire YO42 1NR –** granted by East Riding of Yorkshire Council with 13 conditions

12. **To confirm the date & time of the next meeting & receive any agenda items for it**
    Wednesday 16th September

    Future dates agreed as (Wednesday 18th November – training) Wednesday 13th January 2027, !7th March, 19th May

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

14. **To agree to amend clerk contract in regard to HMRC mileage rates –** agreed, Cllr Stageman signed amendment sheet

15. **To consider a salary scale point rise, as CiLCA completed** – agreed to grant from 1st August 2026

    Meeting closed 8.07pm

    Signed **Date 16th September 2026**

Payments (excluding VAT) from 21st May to date

Salary May	redacted
Grant to Village Hall	1000.00
Zurich – insurance	300.00
Bank charges	7.00
Painless Payroll	14.00
Village Hall rental	25.00
Laptop increased RAM, Microsoft 365 business annual, security software annual	553.46
Parish News inserts	79.00
Salary June	redacted
HMRC/PAYE Q1	redacted
Bank charges	7.00

Clerk expenses (excluding VAT)

Printing May	24.00
Printing June	9.75
Microsoft 365 personal (1 month)	7.07
Working from home allowance – June & July	52.00