

**Garton on the Wolds Parish Council**

**gartonparishcouncil.eastriding.gov.uk**

**Document Reference 3/2025-26**

Garton on the Wolds Parish Council – Minutes of the Annual Meeting held on **5th June 2025** at 19:15 in the School, Station Road.

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| Present |  |  |
| Cllr. Alison Botten | AB | Chairman |
| Cllr. Daniel Wilson | DW | Vice Chairman |
| Cllr. Mike Benton-Rose | MBR | Councillor |
| Cllr. Stuart Dixon | SD | Councillor |
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| Attended by |  |  |
| **Officers** |  |  |
| Catherine Simpson | CS | Clerk and RFO |
| **Others** |  |  |
| Cllr. Michael Lee | ML | Ward Councillor |
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|  |  | **Action** |
|  | WELCOME |  |
|  | The Chairman welcomed everyone to the meeting. |  |
| **25/26-32** | OPEN FORUM |  |
|  | There were no members of the public present. |  |
| **25/26-33** | **APOLOGIES FOR ABSENCE** |  |
|  | Apologies were received from Cllr. Adrian Black and Ward Cllr. Mark Blakeston and the reasons approved. |  |
| **25/26-34** | **DECLARATIONS OF INTEREST & DISPENSATIONS** |  |
|  | 1. There were no declarations of interest.
2. There were no dispensations.
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| **25/26-35** | APPROVAL OF MINUTES  |  |
|  | 1. There were no issues or observations from the minutes of the following meetings:

HR Meeting 6th March 2025Annual Meeting of Council 1st May 2025Ordinary Meeting of Council 1st May 20251. **RESOLVED:** to adopt the minutes of the above meetings as a true record (MBR/DW).
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| **25/26-36** | **WARD COUNCILLOR UPDATE** |  |
|  | Cllr. Michael Lee addressed Council on the following:* ERYC is currently recruiting a new Chief Executive.
* The new mayoral authority is up and running.
* The Boundary Commission review is still ongoing.
* The Do it for East Yorkshire grant fund reopens on the 11th June.
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| **25/26-37** | **FINANCE** |  |
|  | 1. The following payments were approved:

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| Richard Dixon | £495.00 | Internal audit |
| Wold Rangers | £50.00 | Donation |

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|  | 1. **RESOLVED:** to approve the accounts to the end of May and sign the bank reconciliation (SD/DW)
2. The internal audit report has been received and circulated. There are no issues of concern.
3. **RESOLVED:** to approve Section 1 of the Annual Governance & Accountability Return (DW/SD).
4. **RESOLVED:** to approve Section 2 of the Annual Governance & Accountability Return (DW/SD)
5. **RESOLVED:** to approve the Certificate of Exemption for the year ending 31st March 2025 (DW/SD).
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| **25/26-38** | **VILLAGE MAINTENANCE** |  |
|  | * The hanging baskets ordered through Driffield Town Council have arrived. These will be displayed at the bus shelter.
* Cllr. Botten has cut the grass around the pond and strimmed the area.
* It is noted that the standard of grass cutting undertaken by ERYC contractors is higher this year.
* The Clerk was asked to enquire from ERYC about obtaining a map of the areas in the village which it cuts.
* Cllr. Daniel Wilson asked if there was an update on the trees outside Brickyard Cottages. He will provide a photo and exact location reference.
* Cllr. Stuart Dixon advised that the drain outside Century House on Main Street overflows when it rains.
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|  | **ACTION:** Clerk to request further information from ERYC on its grass cutting contract. | **CS** |
| **25/26-39** | **HIGHWAYS** |  |
|  | 1. Flashing school signs – ERYC has accepted the Council’s offer of a 50% contribution in respect of this project with a view to the work being carried out during this financial year.
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| **25/26-40** | **TELEHONE BOX & DEFIBRILLATOR** |  |
|  | Cllr. Botten has updated the expiry date of the pads on The Circuit as this was incorrect. |  |
| **25/26-41** | **GREEN LANES** |  |
|  | ERYC has formally closed the Garton Balk part of the green lanes for a period of 18 months from the 1st June to enable them to recover and any required work undertaken. This will be followed by the seasonal closure until 30th April 2027. |  |
| **25/26-42** | **EXTERNAL MEETINGS** |  |
|  | No meetings have taken place. There are two meetings of the Town & Parish Council Liaison Group on the 12th & 20th June. |  |

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| **25/26-43** | **PROJECTS / EVENTS** |  |
|  | 1. Armoured cabling quotation for the phone box – the figure is £798.00 including VAT. This will be followed up in writing.

For comparison purposes Cllr. Mike Benton-Rose will obtain a like for like quotation from elsewhere.1. New website – Aubergine is currently working on this.
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| **25/26-44** | **ADMINISTRATION** |  |
|  | 1. Policies & Procedures – the following were reviewed:
* Health & Safety Policy – there is an updated version on the ERNLLCA website.
* Equality & Diversity Policy – there is an updated version on the ERNLLCA website.
* Pond Risk Assessment – Cllr. Botten has redrafted this.

**RESOLVED:** to adopt the updated document.The following were carried forward:* General Risk Assessment
1. VE Day grant – the end of project form and invoice have been submitted to ERYC which should enable ERYC to release the money, after which the school will be reimbursed.
2. It was agreed that Cllr. Benton-Rose & the Clerk attend the ERNLLCA HR training event on the 15th July. The Clerk will ask Cllr. Black if he would like to attend.
3. **RESOLVED:** to approve the updated Asset Register.
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|  | **ACTION:** Clerk to download and circulate the updated versions of the Health & Safety and Equality & Diversity policies. | **CS** |
| **25/26-45** | **CORRESPONDENCE** |  |
|  | Council has received a lovely email from the school thanking the PC for contributing towards the VE Day school picnic. |  |
| **25/26-46** | **COUNCILLORS EXCHANGE & AGENDA ITEMS FOR NEXT MEETING** |  |
|  | 1. The Clerks & Councils Direct publication was circulated.

Cllr. Botten has received a letter from Natwest Bank on interest rates.All relevant emails have been distributed.Cllr. Botten advised that the Council’s response to the planning application for Pentland House is not showing on the portal. |  |
|  | **ACTION:** Clerk to look into missing comments in planning portal. | **CS** |
| **25/26-47** | **DATE OF NEXT MEETING** |  |
|  | The next meeting will be held on the 3rd July in the school. |  |

Meeting closed at 20:19

Signature of Chairman:

**Clerk**: Catherine Simpson, 19 Princess Road, Market Weighton, Y043 3BX

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