
Minutes of the Parish Council Meeting held on Tuesday 7th January 2025 in Millington Village Hall.

Present: Cllrs Cawood, Willoughby, Khreibani, Morgan, Smith, Swanborough and Ward Cllr Cary.

The meeting was opened by the Chair who was assisted by the Clerk.

PARISH COUNCIL MEETING

OPEN FORUM

Nothing was discussed here as there were no members of the public in attendance.

The Meeting started at 7.16 pm.

2025.01 WELCOME AND APOLOGIES

Cllr Burley and Ward Cllrs Hammond and West had given their apologies prior to the Meeting.
Cllr Cawood welcomed everyone to the Meeting.

2025.02 DECLARATION OF PECUNIARY AND NON-PECUNIARY INTERESTS

None.

2025.03 MINUTES OF THE MEETING HELD IN DECEMBER

It was agreed that these were a true and accurate record and they were signed by Cllr Cawood.

2025.04 WARD COUNCILLOR'S REPORT

Ward Cllr Cary advised that there would be a meeting of the full East Riding of Yorkshire Council on Wednesday 8th January and that a motion had been tabled to oppose the Government's proposed 20% levy on agricultural assets worth more than £1 million. There would also be a demonstration by local farmers at Beverley Westwood. He noted that the Hull & East Yorkshire Mayoral Election would take place on Thursday 1st May. He agreed to report a damaged road sign at the foot of St Martin's Lane and to liaise with Ward Councillor Hammond in relation to the condition of the minor road between Great Givendale and Bishop Wilton after the matter was raised by Cllr Morgan.

2025.05 MATTERS ARISING (including actions not covered elsewhere on the Agenda)

Councillor Forms

The Clerk advised that he was still to receive a Register of Interests form from Cllr Burley.
ACTION: Clerk to contact Cllr Burley and request the completed form.

Parish Matters Magazine

Cllr Cawood noted that the October 2024 edition of Parish Matters had now been uploaded to the Parish Council's website and a link to it appears on the refreshed News & Recent Events page.



Wilkinson Trust

There was a brief discussion regarding the documentation that the Parish Council should hold in relation to The Wilkinson Trust. It was agreed that the Clerk would contact Mrs Berriman to confirm details of the new Trustee and to formally request a full copy of the Wilkinson Trust Deed.

ACTION: Clerk to send e-mail to Mrs Berriman.

Improvements to the broadband service in Millington

Cllr Cawood advised that she had spoken to the resident who had been in touch via e-mail with regard to improvements to the broadband service in Millington. The improvements have already been rolled out and are now available to residents, and so no further action is required from the Parish Council.

Payment Access on Barclays

The Clerk advised that Barclays had sent through a revised form to change the Mandate for the two accounts and asked that all signatories sign the form after the Meeting. Cllr Willoughby agreed to obtain Cllr Burley's signature and to pass the completed form to Cllr Cawood for sending to Barclays.

ACTION: Form to be signed by Cllr Burley and then sent to Barclays.

2025.06 ACCOUNTS

The Clerk had distributed the Accounts spreadsheet and the Schedule of Payments prior to the Meeting.

Defib Store	Replacement pads for defibrillator	£82.80
Sharon Cawood	Repayment of Aldi receipt for Christmas Raffle prizes	£39.68
Sharon Cawood	Repayment of Halifax Estates invoice for Christmas Tree	£100.00

Cllrs Khreibani and Swanborough reviewed and signed the Invoices and the Schedule of Payments.

Cllrs Morgan and Smith reviewed and signed the Accounts spreadsheet and the bank statements.

Cllr Swanborough proposed that for future Meetings two Councillors are nominated to review and sign all of the accounts-related paperwork, and this was agreed by all of those present.

It was also agreed that the Clerk would improve the Accounts spreadsheet by adding new information to reflect how the ring-fenced monies are held at Barclays.

Cllr Cawood noted that there were no Scheduled Payments for the Clerk's Salary and Expenses. The Clerk advised that as this Meeting fell on the 7th it came after the contractual Pay Date of the 6th. Cllr Swanborough proposed amending the Clerk's Contract to have a Pay Date later in the month, which was agreed by all of those present.

The Clerk also requested permission to ask ERNLLCA to review the rate of pay stated on the Contract as it doesn't align with any of the Scale Points on the NALC Pay Agreement. This was granted by Cllr Cawood and was agreed by all of those present.

ACTION: Clerk to add a new tab to the Accounts Spreadsheet.

ACTION: Clerk to contact ERNLLCA and request the Pay Scale Review forms.

2025.07 BUDGET FOR 2025-26

The Clerk had previously distributed calculations regarding the financial position of the Parish Council on 31st March 2024 and 31st December 2024, together with projections for expenditure across the remainder of the 2024/25 financial year and the 2025/26 financial year. A discussion was held regarding the setting of the Precept, and it was agreed that the Precept for 2025/26 would remain at the same level of £5,140 which had been awarded for 2024/25.

2025.08 PRECEPT

The Chair and the Clerk signed the Precept Demand Form to set the 2025/26 Precept at £5,140.

ACTION: Clerk to submit the completed Precept Demand Form to ERYC before the deadline of 17th January.

2025.09 BUILDING MATERIALS LEFT ON VILLAGE PUBLIC CAR PARK

It was confirmed that all of the building materials and scaffolding equipment which had been unloaded and stored on the Car Park and along Church Lane had now been removed. Ward Cllr West had offered to liaise with Mike Roebuck at ERYC Planning if any of the materials or equipment were still there. The Parish Council is conscious that there may be further deliveries for the building site and will closely monitor the situation to avoid a repeat of items being stored in public areas which pose a hazard, especially at night.

2025.10 PARISH COUNCIL WEBSITE AND EASILY DOMAIN

Since the Meeting in December, the Clerk had contacted both the Registered Owner of the domain and the Hosting Company but had been unsuccessful in determining how the two small invoices had been paid. The old website simply redirects visitors to the new website (which is hosted by East Riding of Yorkshire Council) and appears to have been superseded by <https://millingtonparishcouncil.eastriding.gov.uk> as the primary search result for Millington Parish Council. The old domain is due to expire at the end of May 2025. The Clerk has begun making updates to the website and invited suggestions from all Councillors regarding content and layout.

ACTION: Clerk to update Payment Details at the Hosting Company with the new Barclays debit card when received, and the Parish Council to consider whether to renew the domain in May or allow it to expire. A separate Agenda item will be added for the Meeting in April.

ACTION: All Councillors to review pages on the website and suggest improvements to the Clerk.

2024.11 CORRESPONDENCE AND COMMUNITY ISSUES

A resident had written to the Parish Council expressing their disappointment and frustration regarding the construction of two new properties adjacent to Church Lane under Planning Application 21/03091/PLF. Councillors empathised with the resident's views but noted that the Application had been approved and that the final decision had been beyond their control.

The Clerk noted that a new Planning Application had been received after the Agenda had been finalised and displayed on the village noticeboards. An extension to the Consultation Period will be requested, and a site visit by members of the Parish Council will be arranged with the property's owners. The matter will be added to the Agenda for the Meeting in February.

ACTION: Clerk to contact ERYC Planning and request an extension to the Consultation period.

Cllr Cawood reported that the Parish Christmas Meal had been held at The Gait Inn on Friday 6th December. It had been very well supported and was thoroughly enjoyed by all who attended.

Cllr Cawood had received a report of flooding at Spring House. Although the incident had since been cleared there are concerns that there might be a repeat.

Cllr Morgan requested an update on the formation of a Social Committee. As there are a number of discussion points regarding this, it was agreed to add a separate Agenda item for the Meeting in February.

ACTION: Clerk to add Agenda item for February.



2025.12 DATE OF NEXT MEETING

The next Meeting will be held on Tuesday 4th February 2025 at 7.15pm in the Village Hall.

The Meeting closed at 8:45pm.

A handwritten signature in blue ink, reading "Shun Cawood", written over a horizontal line.

Signed to confirm these Minutes are a true and accurate record of the Meeting.