

# MINUTES OF THE WILLERBY PARISH COUNCIL MEETING HELD ON TUESDAY 16<sup>TH</sup> SEPTEMBER 2025

VENUE: Willerby Methodist Church

PRESENT:

Members: Cllr T Williams, Cllr R McKinnon, Cllr L Telford, Cllr B Green, Cllr R Scott, Cllr M Killeen, Cllr S Smith, Cllr P Marshall

Clerk to the Council: Mrs Caroline Handforth

Members of the Public: 0

Ward Councillors: 0

Humberside Police: 0

5976 TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE

None received

5977 TO RECORD PECUNIARY AND/OR NON-PECUNIARY INTERESTS

None received

5978 TO RECEIVE A REPORT FROM THE POLICE AND THE LOCAL WARD COUNCILLOR.

None received

5979 TO AGREE THE ORDER OF THE AGENDA.

**Agreed**

5980 TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON THE 15<sup>TH</sup> JULY 2025. CHAIRMAN TO SIGN AND INITIAL EACH PAGE.

**Approved** – The minutes of the council meeting held on the 15<sup>th</sup> July 2025 were taken as read and signed & initialled by the Chairman as a true and accurate record.

5981 TO **NOTE** MISCELLANEOUS REPORTS/UPDATES FROM MEMBERS/CLERK - **FOR INFORMATION ONLY:**

- Parish Clerk to inform Parish Council that the 2024-2025 External Audit has been completed by PKF Littlejohn and returned with no outstanding issues – **Noted.**
- Feedback from meeting with Willerby Carr Lane to discuss community involvement.  
The Parish Clerk, Cllr T Williams & Cllr R Scott provided feedback from the meeting with Willerby Carr Lane Deputy Head Mrs Smith. Suggestions of how pupils could be involved included:
  - The decoration of Christmas boxes to be displayed under the village Christmas tree.
  - The making of Remembrance items to be included in the Parish Council's roundabout Remembrance display.
  - The involvement of the school's Muddy Boots club with the maintenance of the playpark planters – with the Parish Council to purchase plaques to be installed on the planters.
  - The re-introduction of the Willerby Parish Council Annual Community Award (July 26)
  - The design of litter picking/dog mess posters to be displayed in notice boards around the village.
- Parish Clerk to inform the Parish Council that the current vacancy is being promoted on social media with a closing date of 31<sup>st</sup> October 2025. Parish Clerk to distribute posters to be displayed in notice boards – **Noted.**
- Parish Clerk to provide update on issues with Parkway Roundabout Electricity box – The Parish Clerk informed the Parish Council that the electricity box had been opened and the tree lights turned on. A new lock for the box had been purchased and will be installed. It was noted that if the box is vandalised in the future, the Police will be informed.
- The Parish Clerk informed the Parish Council of the ERYC Town & Parish Council Meet & Greet event on Thursday 18<sup>th</sup> September at Beverley Leisure Centre.

5982 TO DISCUSS/APPROVE ANY IDEAS FOR REMEMBRANCE PROJECTS. TO APPROVE ANY ASSOCIATED COSTINGS/QUOTES.

It was agreed that Cllr T Williams, Cllr S Smith & Cllr P Marshall would co-ordinate the Hop-pole roundabout display. It was agreed that two Tommy signs would be installed on the legs of each of the four Parish Council village signs, and on the legs of each of the six village notice boards:

Kingston Road Village Sign – Cllr T Williams  
Beverley Road Village Sign– Cllr P Marshall  
Willerby Square Village Sign – Cllr M Killeen  
Gorton Road Village Sign – Cllr S Smith  
Kingston Road/Nu Bar Notice Board – Parish Clerk  
Willerby Square Notice Board – Parish Clerk  
Aston Road Notice Board – Cllr T Williams  
Parkway Notice Board – Cllr L Telford  
Redwoods Notice Board – Cllr R McKinnon  
Playpark Notice Board – Cllr R McKinnon

It was agreed that all remembrance items would be installed from 21<sup>st</sup> October onwards. The Parish Council resolved to approve the purchase of additional Tommy lamp posts signs to the maximum budget of £50.00 along with the purchase of an additional large poppy wreath. Parish Clerk to purchase Tommy lamp posts signs and wreath and add project update to October's agenda.

5983 TO CONSIDER/APPROVE XMAS TREE SWITCH ON EVENT **DATE & TIME** (WITH FURTHER ARRANGEMENTS TO BE ADDED TO OCTOBER'S AGENDA).

**Approved** – The Parish Council resolved to approve the date of **Thursday 27<sup>th</sup> November from 6 pm** onwards for the 2025 Christmas Tree Switch on Event at the Star Inn. Parish Clerk to confirm the date & time with the Star Inn. Parish Clerk to contact previous groups/individuals involved to check costings and availability. Parish Clerk to add event update onto October's agenda for further planning and approval of costings.

5984 PARISH CLERK TO PROVIDE UPDATE ON WICKSTEED EXTERNAL INSPECTION REPORT.

TO CONSIDER/APPROVE PURCHASE & INSTALLATION OF NEW PLAYPARK BASKET SWING.

**Approved.** The Parish Council considered the quotation for the supply and installation of a new basket swing and resolved to **approve and accept** the quotation of £1510 + VAT from Streetscape Ltd. Applying for funding was considered and discussed, but it was agreed that the equipment should be replaced as soon as possible. Parish Clerk to contact Streetscape to arrange purchase and installation and to enquire with regards to the recycling of the old equipment.

5985 TO RECEIVE A REPORT ON THE YOUNG CHILDREN'S PLAYGROUND.

- Shade-sail Seating slats installation.

The Parish Clerk informed the Parish Council that the replacement slats had arrived. Cllr R Scott agreed to install the new seating slats.

- Wet-pour issues/repairs (site visit 24.09.25)

The Parish Clerk informed the Parish Council that the holes in the wet pour had been repaired by the Community Groundsman. It was noted that there are areas of wet pour that have become raised. The Parish Clerk informed the Parish Council that a site visit had been arranged with Streetscape on the 24<sup>th</sup> September to discuss options. The Parish Clerk informed the Parish Council that the overgrown hedges had been kindly cut back by Bellfield Farm.

5986 TO PRESENT A REPORT ON ACCOUNTS TO THE END OF AUGUST 2025 AND APPROVE THE SCHEDULE OF PAYMENTS FOR AUGUST & SEPTEMBER. CHAIRMAN & RFO TO SIGN SCHEDULE OF PAYMENTS.

The Parish Clerk confirmed that the balance of the Current Account stands at £25,505 with £7,324 in the Reserve account. Payments this month include payment to Wicksteed Ltd for Annual External Playpark Inspection and purchase of replacement lock & key for Parkway roundabout electricity box.

5987 TO CONFIRM THE DATE AND TIME OF THE NEXT PARISH COUNCIL MEETING  
**TUESDAY 21<sup>ST</sup> OCTOBER 2025, AT THE METHODIST CHURCH BUILDING FROM  
7PM**

## **PLANNING COMMITTEE MEETING**

5988 TO NOTE APPROVED PLANNING DECISIONS FROM ERYC:

- Bellfield Farm, Well Lane, Willerby, HU10 6HB.
- 64 Prunus Ave, Willerby, HU10 6PJ.
- 19 Main Street, Willerby, HU10 6BP.

### **PLANNING APPLICATIONS –**

- i. 25/02002/PLF Erection of a pergola with retractable canopy, alterations to shopfront, and construction of raised decking with boundary wall for outdoor seating area to front, erection of a single storey extension to rear, and installation of roof lanterns and roof lights at rear at That's Amore, 159 Kingston Road, Willerby, Hull, HU10 6AL for Beverley Bond Ltd.  
**The Parish Council Planning Committee resolved that this application be approved.**
- ii. 25/02348/PLF Erection of single storey extension to rear at 8 Gorton Road, Willerby, HU10 6LT for Mr/s Johnson.  
**The Parish Council Planning Committee resolved that this application be approved.**
- iii. 25/01683/PLF Installation of mercury abatement plant including external air blast cooler and pressurisation unit with 1.8m high timber fence screening and gate at Haltemprice Crematorium, Main Street, Willerby, HU10 6DS for Dignity Funerals Ltd. \*Within Cottingham Parish Council's Boundary\*  
**Noted**
- iv. 25/01684/PLB Listed Building Consent for installation of mercury abatement plant including external air blast cooler and pressurisation unit with 1.8m high timber fence screening and gate, and construction of new and extended mezzanine with connection through wall to air blast coolers at Haltemprice Crematorium, Main Street, Willerby, HU10 6DS for Dignity Funerals Ltd. \*Within Cottingham Parish Council's Boundary\*  
**Noted**
- v. 25/02265/PLF Erection of a single storey extension to the side with pitched roof and single storey extension to the rear with flat roof following demolition of existing garage at 120 Carr Lane, Willerby, HU10 6JX for J Howard.  
**The Parish Council Planning Committee resolved that this application be approved.**
- vi. 25/02376/PLF Erection of pergola to rear (retrospective) at 7 Palmer Ave, Willerby, HU10 6LJ for Mr Nicholas Web.  
**Noted with concerns with regards to height of pergola and compliance with building regulations.**
- vii. 25/02186/PLF Erection of single storey extension to side and application of render to side and rear following removal of existing bay window at 386 Kingston Road, Willerby, HU10 6NG for Mrs H Scruton.  
**The Parish Council Planning Committee resolved that this application be approved.**
- viii. 25/02428/TPO TPO - DE LA POLE HOSPITAL - 1987 - (REF 230) A1 - Remove 1 no. Lime tree (T001) due to significant signs of decline, with the presence of significant decay fungi (Gandoderma australe) to the North and West and receding and dead branches, resulting in increased risk of future structural failure at Haltemprice Crematorium, Main Street, Willerby, HU10 6DS for Dignity Funerals Ltd. \*Within Cottingham Parish Council's Boundary\*  
**Noted**