# MINUTES OF THE WILLERBY PARISH COUNCIL MEETING HELD ON TUESDAY 20th OCTOBER 2026

VENUE: Willerby Methodist Church
PRESENT:
Members: Cllr T Williams, Cllr L Telford, Cllr B Green, Cllr G Gollins, Cllr C Brooks, Cllr R Mckinnon, Cllr P Marshall, Cllr S Smith
Clerk to the Council: Mrs Caroline Handforth
Members of the Public: 1
Ward Councillors: 0
Humberside Police: 0

A resident of Derrymore Rd, Willerby attended and informed the Parish Council of their concerns with regards to the parking situation on Great Gutter Lane. The Parish Council informed the resident that they had received several messages with regards to this issue and have made East Riding Council traffic management aware.

6177 TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE
No apologies received

6178 TO RECORD PECUNIARY AND/OR NON-PECUNIARY INTERESTS
None received

6179 TO RECEIVE A REPORT FROM THE POLICE AND THE LOCAL WARD COUNCILLOR.
No reports received

6180 TO AGREE THE ORDER OF THE AGENDA.
**Agreed**

6181 TO APPROVE THE MINUTES OF THE COUNCIL MEETING HELD ON THE 15TH SEPTEMBER 2026. CHAIRMAN TO SIGN AND INITIAL EACH PAGE.
**Approved** - The minutes of the council meeting held on the 15th September 2026 were taken as read and signed & initialled by the Chairman as a true and accurate record.

6182 TO **NOTE** MISCELLANEOUS REPORTS/UPDATES FROM MEMBERS/CLERK **- FOR INFORMATION ONLY**:

- 2026 Festive lights permit application submitted to ERYC – **Noted.**
- Main Street Bench – repair update. **The Parish Clerk informed the Parish Council that the Community Groundsman had secured the bench back onto the concrete base.**

6183 LITTER PICKING PROJECT PLANS.
Cllr G Gollins & Cllr C Brooks provided the Parish Council with an update on the Community Litter Picking project. It was agreed that the project would be added to November's agenda for further updates/planning.

6184 RESIDENTS PARKING CONCERNS – GREAT GUTTER LANE.
The Parish Clerk informed the Parish Council that several messages had been received from residents who are concerned with regards to the current parking situation on Great Gutter Lane. The Parish Clerk confirmed that all messages had been forwarded onto East Riding Council traffic management.

6185 - TO CONFIRM ATTENDEES AT THE ROYAL BRITISH LEGION REMEMBRANCE SERVICE AT THE WILLERBY WAR MEMORIAL ON WEDNESDAY 11TH NOVEMBER AT 11AM.

- TO CONFIRM ATTENDEES AT THE WILLERBY CARR LANE PRIMARY SCHOOL REMEMBRANCE ASSEMBLY DATE TBC.

It was agreed that Cllr R McKinnon & Cllr P Marshall would attend the Remembrance service at the Willerby War Memorial on Wednesday 11th November at 11am.

It was agreed that Cllr T Williams & Cllr L Telford & Cllr C Brooks would attend the Remembrance Assembly at Willerby Carr Lane Primary School on Wednesday 11th November at 10:30am. Parish Clerk to contact school to confirm.

6186 TO DISCUSS/PROVIDE UPDATE ON 2026 REMEMBRANCE PROJECTS PLANS. APPROVAL PURCHASE OF ADDITIONAL WREATH.

**Approved** – The Parish Council **resolved to approve** the purchase of an additional poppy wreath along with four additional large lamp-post poppies (£49.50) and 250 cable ties (£13.99).

It was agreed that the poppy lamp-post signs are to be displayed on the legs of each of the four village signs:

Kingston Road Village Sign – **Cllr G Gollins**
Beverley Road Village Sign– **Cllr P Marshall**
Willerby Square Village Sign – **Cllr C Brooks**
Gorton Road Village Sign – **Cllr S Smith**

Cllrs to display Tommy Signs on the legs of each of the six village notice boards:

Kingston Road/Nu Bar – **Cllr C Brooks**
Willerby Square – **Cllr C Brooks**
Aston Road – **Cllr T Williams**
Redwoods – **Cllr R McKinnon**
Parkway – **Cllr L Telford**
Playpark – **Cllr R McKinnon**

Cllr T Williams, Cllr S Smith, Cllr P Marshall & Cllr B Green to decorate Hop-pole roundabout on Friday 24th October from 1pm (weather permitting). Display to be removed Friday 13th November (subject to Lite Ltd festive lights installation)

6187 APPROVAL OF PURCHASE OF GAZEBO & GAZEBO FESTIVE LIGHTS FOR XMAS EVENT.

**Approved** – The Parish Council **resolved to approve** the purchase of a new 6m x 3m Gazebo and festive lights for current small Gazebo to the maximum budget of £300. Parish Clerk to arrange purchase of items with delivery to Cllr R Mckinnon.

6188 TO DISCUSS/APPROVE CHRISTMAS EVENT PLAQUE RE WORDING, DESIGN, INSTALLATION & APPROVE COSTINGS.

**Approved** – The Parish Council **resolved to approve** the purchase of a replacement engraved silver plate to be installed on the current plaque to the maximum budget of £20.00. Parish Clerk to arrange wording and purchase of items.

6189 TO CONSIDER & APPROVE ARRANGEMENTS AND COSTINGS FOR THE CHRISTMAS TREE SWITCH ON EVENT ON THE 26TH NOVEMBER 2026 AT THE STAR INN, WILLERBY.

- TREE DELIVERY SCHEDULED FOR THURSDAY 12TH NOVEMBER – **Noted. The Parish Clerk confirmed that the Star Inn had been informed.**
- ROUNDABOUT/ COLUMN LIGHT INSTALLATION TBC – **Noted.**

The Parish Council considered the costings for the Christmas Tree Switch on Event and **resolved to approve** the following costings:

Princess Parties – £100
Wolfreton School Choir £FOC
U3A Ukulele Band - £FOC
Lucy's Pop Choir - £90 (Parish Clerk to contact with regards to numbers)
Purchase of Sweets - £60.00 budget
Hot Chocolate/Soft Drinks for School Choir £75.00 budget (30 @ £2.50 each)

The Parish Clerk informed the Parish Council that the Willerby Brownies and Willerby Cub Scouts had been contacted and that they had confirmed they will be available to help distribute sweets/mince pies on the night.
Parish Clerk to produce vouchers for Wolfreton pupils to obtain hot chocolates/soft drinks.
Event to be advertised on social media and in village notice boards & local businesses.
Cllr R McKinnon to purchase sweets and to liaise with the Star Inn.
Event update to be added to November's agenda for timings and set up arrangements

6190 TO CONFIRM ATTENDEES AT HALTEMPRICE CREMATORIUM CHRISTMAS MEMORIAL SERVICE ON FRIDAY 4TH DECEMBER AT 6PM.

It was agreed that Cllr S Smith, Cllr C Brooks & Cllr B Green would attend the Christmas Memorial service at Haltemprice Crematorium on Friday 4th December at 6pm. Parish Clerk to contact Haltemprice Crematorium to confirm attendees.

6191 TO APPROVE PARISH CLERK'S ATTENDANCE AT ERNLLCA TRAINING EVENT ON THURSDAY 3RD DECEMBER AND ASSOCIATED COSTS (£30 INC VAT).

**Approved** – Parish Clerk to contact ERNLLCA to book.

6192 TO NOTE/APPROVE CLERK'S HOLIDAY – THURSDAY 5TH & FRIDAY 6TH NOVEMBER (TWO DAYS)

**Approved**

6193 TO RECEIVE A REPORT ON THE YOUNG CHILDREN'S PLAYGROUND.

- Wet pour repaired around Swing Seat.

It was agreed that Cllr G Gollins would now be responsible for the monthly playpark checks (with Cllr C Brooks shadowing)
Parish Clerk to provide Cllr G Gollins with printed copies of playpark check list.

6194 TO NOTE OUTSTANDING MATTERS WITH ERYC:

No outstanding matters

6195 TO NOTE THE LIST OF CORRESPONDENCE RECEIVED SINCE LAST MEETING:

- FOI request & WPC response - **Noted**
- Planned Carriageway structural patching works - Beverley Road, Willerby (21.09.26) - **Noted**
- FCC Environment public consultation – 1st October 2026 2pm-6pm (28.09.26) – **Noted**

6196 TO PRESENT A REPORT ON ACCOUNTS TO THE END OF SEPTEMBER 2026 AND APPROVE THE SCHEDULE OF PAYMENTS FOR OCTOBER 2026. CHAIRMAN & RFO TO SIGN SCHEDULE OF PAYMENTS.
The Parish Clerk confirmed that the balance of the current account stands at £45,550 with £10,409 in the reserve account. Payments this month include payment to Wicksteed for annual external playpark inspection, payment to Grounds & Gardens for the watering, maintenance and removal of the 2026 village flower baskets, payment to ERNLLCA for the 2026 Annual Conference and payment to Streetscape for the wet pour resurfacing repair around the basket swing in the playpark.

6197 TO CONFIRM THE DATE AND TIME OF THE NEXT PARISH COUNCIL MEETING
**Tuesday 17th November 2026**, at the Methodist Church Building from 7pm

## PLANNING COMMITTEE MEETING

6198 TO NOTE APPROVED PLANNING DECISIONS FROM ERYC:

- 4 Oaklands Drive, Willerby, HU10 6BJ.

PLANNING APPLICATIONS:

i. 26/02107/PAD Display 1 internally illuminated fascia sign to front elevation, 1 fascia sign to loading bay to rear and 1 Trolley Park sign with vinyls/graphics to internal face of windows/doors at Iceland, Willerby Shopping Park, Grange Park Lane, Willerby, HU10 6EB for Iceland Foods Ltd.
**The Parish Council Planning Committee resolved that this application be approved.**

ii. 26/02227/VAR Variation to Condition 1 (Approved Plans) of planning permission 24/02911/PLF (Erection of single storey extension to rear incorporating alterations to existing extension and formation of external disabled access ramp (AMENDED PLANS)) to allow for an amended ramp design and rear door location (retrospective) for Mr & Mrs Kelsey at 43 St Stephens Close, Willerby, HU10 6DG.
**The Parish Council Planning Committee resolved that this application be approved.**

iii. 26/02314/PLF Erection of single storey extension to rear of dwelling, single storey extension to rear of detached garage and construction of vehicular access (dropped kerb) from Main Street at 7 Beechfield Drive, Willerby, HU10 6DF for Mark Mellors.
**The Parish Council Planning Committee resolved that this application be approved.**

iv. 26/02500/TPO TPO - WILLERBY NO. 15 - 2006 (REF 1018) G1 - Fell 1no. Lime tree (T1) as the roots are impacting the stability and integrity of the dwelling at 7 Beechfield Drive, Willerby, HU10 6DF for Mark Mellors
**The Parish Council Planning Committee resolved that this application be approved.**