



Bilton Parish Council

Clerk: Miss Carris Mallinson

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Minutes of a meeting of Bilton Parish Council held on Tuesday 11th February 2025 in the Village Hall Bilton

Present:

Councillors: Carl Mallinson, Sally Griffin Smart, Ann Etherington. Elizabeth Fairbank,

Ward Councillors: Samantha Whyte

Members of the Public: 2 Members of the public.

Clerk: Carris Mallinson

Apologise: Lee Sims, Jannine Clayton, Brian Gill, Lysney Shuttleworth

Declarations of Interest: None

124/2025

Minutes of the previous Council Meeting 14th January 2025:

The minutes of the previous council meeting were handed to council members. Minutes were approved and signed by Cllr Carl Mallinson.

125/2025

Chairs Report:

Chair welcomed the two members of public into the meeting and thanked them for attending. Chair asked council to observe a minute of reflection in honour of the previous chair Ray Garbutt and thanked Cllrs Etherington and Sims for attending the funeral.

A minute reflection was held.

126/2025

Clerks Report:

Clerk alerted council of speed watch volunteer program in the area.

Cllr Fairbank expressed interest but informed council that a previous speed watch program was unable to go ahead due to placement/rotation of mobile speed cameras.

Action(s):

- Clerk to email speed watch program to see if we qualify, if so, to email Cllr Fairbank information on Speed watch introductory meeting.
- Clerk to see if data can be obtained from speed monitor within village.

Clerk informed council the bugle and Union Jack flag have been returned to the parish, but the flag needed to be replaced. Council agreed for clerk to obtain quotes for new flag.

Action(s):

- Clerk to obtain multiple quotes for new flag to be selected at next meeting.

126/2025

Grasslands Contract Renewal:

The new grasslands contract was presented to the council for approval and signing. The Council agreed that a meeting should be held with Grasslands to discuss performance and implementation of quarterly reviews within the contract.

Action(s):

- Cllr Fairbank and Cllr Etherington to check availability for a meeting. Clerk to request said meeting with Grasslands.
- Contact to be signed at next meeting according to outcome of meeting.

127/2025

Grants:

VE/VJ Day Grant

The Council agreed on applying for the grant specifically for VJ day.

Action(s):

- Cllr Fairbank and Clerk to liaison on obtaining price per head for a tea dance with a 1940's signer. Plans to be brought to next meeting for approval.

Do it up for East Yorkshire.

The Council agreed that the grant should be applied for either a new defibrillator or improving accessibility for the burial grounds. Cllr Whyte informed council that a defibrillator could be obtained via an alternative scheme.

Action(s):

- Cllr Whyte to enquire about alternative scheme for new defibrillator.
- Clerk to obtain quotes for defibrillator and enquire with Cllr Gill if a accessibility plan and quotes can be obtained for the burial ground.

127/2025

Internal Audit:

Clerk informed council that contact had been made with several options, but no quotes have been obtained yet. The Council agreed for clerk to continue obtaining quotes and to present at next meeting for approval.

Action(s):

- Cllr Whyte to enquire with other parishes for recommendations.
- Clerk to continue contact with current options and possible new options and obtain quotes to be presented at later council meeting.

128/2025

Planning:

No updates on planning where given.

129/2025

Burial Ground:

Clerk informed council that an incorrect invoice for a burial plot had been issued for a non-resident of the parish with the resident pricing. The Council agreed that as the Grant of Deed had been issued, no action was to be taken regarding correction of the given invoice. The council agreed that the internment notification should be up updated to include additional information.

Action(s):

- Clerk to draft alternative internment notification to be approved at next meeting and/or burial board meeting.

Cllr Whyte informed council that ERYC could not action a survey of the burial ground as the burial ground is private land and advised that a land water engineer should be appointed. Cllr Griffin-Smart reminded the council that action needed to be taken regarding the limited of consecrated ground.

Council agreed that due to the ongoing issues (flooding/limited plots) with the new burial ground a burial board meeting needed to be held at the site to plan options for new plots within the next three weeks.

Action(s):

- Clerk to request burial board and council members to attend a burial board meeting on 1st March 2025 at 10:30.
- Cllr Fairbank to enquire with Civils about a potential survey of land.

130/2025

Highways:

Cllr Whyte informed council that Living with Water have addressed various concerns expressed at previous meetings. Regarding the standing water, Living with Water are investigating the issue and believe the basin was not working correctly, LWW are also looking for alternatives of wildlife proofing drainage pipes.

Cllr Griffin-Smart expressed concern with the grass verges within the parish as parking on the grass verges has continued leaving them to appear unsightly. The council questioned on whether the residents still value the grass verges and if more parking spaces would be beneficial. Cllr Whyte is awaiting further response from ERYC regarding options on preventing parking on grass verges.

The council agreed that the public need to be surveyed on their opinion. Action regarding the grass verges to be chosen at a later date.

131/2025

Flood Resilience:

Cllr Fairbank alerted council that she was still in the process of updating the flood plan but expressed concerns about responsibility surrounding the flood plan and flood monitor that was in place.

The council agreed an agenda item at next meeting should be dedicated to the flood plan and potential removal of flood monitor at the next meeting.

Action(s):

- Clerk to add flood monitoring to next council meeting.

132/2025

Neighbourhood Watch:

A copy of crime report was handed out to all Councillors.

134/2025

Finance Report:

Cllr Fairbank raised a query to the current pay scale for current temporary Clerk agreed at the previous Parish Meeting believing remuneration was more than the previous Clerk. Chair did not believe this to be the case as the Temporary Clerk was on a lower pay scale than the existing Clerk and would investigate and report back. Cllr Fairbank also raised objection to pay scales being discussed with Clerk and Temporary Clerk present. The council agreed that interviews would be held for a permanent clerk position with approval of permanent clerk (after interviews) to be decided next meeting

Actions(s):

- Chair to investigate and report back on pay difference.
- Pay scale and permanent clerk position to be decided next meeting.

Bank reconciliation: 31st January 2025

Business Current Account: £7,520.41

Business Money Manager: £10,453.75

It was agreed the bank reconciliation be approved and accepted by the council.

Payments to be approved:**Paid in Meeting**

Company/Person(s)	Reason	Amount
Abzorb	<i>Mobile Phone</i>	£13.92
KCOM	<i>Telephone and Broadband</i>	£71.98
SSE Energy Solutions	<i>Electric Gates (Burial Ground)</i>	£38.73
The One Point	<i>Website</i>	£52.85
Carris Mallinson	<i>Clerk's Salary</i>	£1052.61
HMRC	<i>PAYE</i>	£51.55
ERNLLC	<i>New Clerk's Finance Training</i>	£24.00
Mr Brian Gill	<i>Electric Heater</i>	£78.50
Total		£1384.14

All payments were agreed and approved by council

Credits:

£4465.00 Income from Burial Ground

£608.79 Income from VAT

135/2025

Members of Public Participation:

A MOP alerted the council of ongoing issues down Lime Tree Lane regarding Bilton Primary School pick up times. They expressed concerns that the amount of traffic around Lime Tree Lane at school pick-up/drop-off times could be a danger to pedestrians and children.

Cllr Whyte reported she has a meeting with traffic management scheduled regarding the issue of Lime Tree Lane.

The Council agreed that a letter should be sent to the school and the local PSCO reminding them of the ongoing issue and asking for parents to be reminded of the parking limitations and alternative parking options.

Action(s):

- Cllr Whyte to report back with outcome of meeting.
- Clerk to write letter to Bilton Primary School and local PSCO.

MOP alerted council of potential danger due to overgrown trees within hedgerow between Lime Tree Lane and St Peter's.

Action(s):

- Cllr Whyte to enquire with ERYC if tree's can be trimmed.

136/2025

Any other Business:

Cllr Whyte informed council that ERYC can take no action regarding derelict holdings within the parish as is has not been deemed as a safety hazard.

Cllr Fairbank informed council that Neighbourhood Watch funds where still available despite closing of current Neighbourhood Watch group. While not within the accounts of the parish, the Council agreed to place article within upcoming parish council booklet regarding regeneration of Neighbourhood Watch.

Action(s):

- For article regarding Neighbourhood Watch to be placed in upcoming parish council booklet.

Date of Next Meeting:

11th March 2025

Meeting Closed: 10:00 pm