

The Minutes of the Meeting of the Parish Council held on Monday 26<sup>th</sup> September 2016 at the village hall beginning at 7.30pm.

Present were: Councillors M Fisher, J Scutt, J Burnham and F Beaney and the Clerk to the Council Mrs A Hodgson.

Two members of the public were present and raised concerns regarding dogs fouling the football pitch and requested a sign saying 'no dogs'. The date for work on the access to the Allotments was queried as a vehicle had been driven over the pitch leaving ruts and there was concern that a child could be injured resulting with a claim on the Football Club's insurance.

The clerk reported the improvement work was to be undertaken within the next few weeks.

The chairman then declared the Council meeting open and instated Standing Orders.

## **110.16. Chairman's remarks**

Cllr Fisher welcomed members.

## **111.16. Apologies and reasons for absence**

The long term illness of Cllr T Burnham continues to prevent her attendance.

## **112.16. Applications for co-option to fill the vacancies on the Parish Council**

No applications had been received.

## **113.16. Localism Act 2011 to receive Declarations of Interest/applications for Dispensation**

There were no Declarations of Interest and no Dispensations were applied for.

## **114.16. Clerk's notes of meeting held on 25<sup>th</sup> July 2016 to be approved as minutes.**

The notes having been circulated were taken as read. It was resolved unanimously that the minutes be signed as a correct record

## **115.16. Clerk's report on matters outstanding**

- a) The new Community Beat Manager, PC Rich Precious had hoped to attend and introduce himself while setting out a few objectives they have. (He had sent his apology by email).
- b) The clerk had confirmed the who had provided flowers planted under the village name signs Thank you letters had not yet been sent, agreed end of season would be more appropriate. Clerk reported volunteers had cared for the neglected grass area around the War Memorial during the summer and council agreed that a thank you letter should be sent to them too.
- c) The prospective employee sent an email to say that due to issues that had arisen in the previous few days she was not able to accept the offer of handyperson for one hour each week. There had been some delay in obtaining her address and after receipt of the contract The clerk strongly advised that in future the council insist on following proper procedure. Rather than a casual approach by a member, a written application would be requested plus a meeting with the applicant for interview. It would then be explained that a Parish Council is legally required to provide a contract with a job description and other documents and that all employees have to be registered with HMRC as payment is made from public funds. This would have eliminated much unnecessary and time consuming work for the officer.
- d) M Fisher had studied The Insurance Act 2015- clerk to provide the schedule to clarify.

## **116.16. Correspondence received from:**

1. ELDC updates of Register of Electors to September.
2. Clerk's and Council's Direct issue 107, LALC News 159 and 2015/16 Annual Report
3. Local Government Boundary Comm. Electoral review for county-subject to Parliamentary approval would be active for the 2017 election.
4. Stage 1 consultation from Eggborough Power Ltd, Selby not considered applicable  
Other items for information only had been forwarded by email or circulated

## **117.16. Highways-matters needing attention**

M Fisher suggested council consider the purchase of new village name signs and 338

flower tubs The clerk informed the council that the volunteer who had purchased the 339 plants and cared for them was opposed to the idea as the donated tubs were considered adequate. It was suggested if the parish council had money to spare it could be spent more usefully in the village.

It was agreed to take no action as the clerk reminded the council of the NRSWA regulations which would now be in addition to the cost to new name signs. She suggested cleaner for algae in the shed could be tried as a test rub with a dry cloth removed some of the green.

#### **118.16. Planning**

- a) It was noted that an application had been received between meetings and details were sent to members by email: N/042/01423/16 for Ms T Pearce for the erection of detached house and detached double garage and store at Lilac Farm, Chapel Lane.  
No observations had been received.
- b) No further applications had been received.  
It was noted that the following applications had been approved:  
N/042/01465/16 for Mr M Underhill,  
N/042/01229/16 for Mr G Parker,  
N/042/01423/16 for Ms T Pearce.

### **GOVERNANCE**

#### **119.16. Risk Assessment-aims 12, 13, 14.**

- a) All councillors are responsible for complying with government legislation regarding racial equality, disability etc. and clerk has obtained copies of documents  
Risk Management is listed on each agenda and regular safety checks are undertaken on properties and equipment by two councillors working on a rota and all are included on the updated Asset Register. There are not sufficient members to form Working Parties.  
A receipt book was now provided at the village shop where casual payments are made.  
The clerk informed the council of an updated RA available online from LALC with the more important points highlighted making reviews more effective- copies would be provided.
- b) It was noted the Annual Return had been audited without query or comment.

#### **120.16. Allotment Field –Small Holding and Allotments Act 1908.**

- a) An informal meeting had been held with the Football Club officer earlier in the evening when council was informed of the Clubs plans to continue with the licence for the pitch. The club had been in existence since 1945 and held the licence on the Allotment Field since 1989 and there had been considerable concern in the village when word had got around that may give it up. It had now been agreed to renew the licence and maintain the pitch for the benefit of young members of the community with volunteers willing to help them and they now wished to renew it as requested at the previous meeting.  
It was resolved that the licence would be renewed for a further two years at £50 annually.
- b) M Fisher had contacted ELDC's Dog Warden who had informed him that dogs could not be banned as it was public land but they must be kept under control and owners must clean up any mess. Names of offending owners should be reported to the Warden who could then visit them with a warning. Supporting evidence was needed for court action to be taken.
- c) M Fisher reported the need for repair/maintenance of the pedestrian access gate and the centre post. Agreed that the clerk be instructed to contact the supplier and obtain a quote

#### **121.16. Recreation Area**

- a) M Fisher reported that part of the kissing gate had been removed as the post had rotted and was considered dangerous. He asked council to consider action as there was now no barrier to the highway. It was agreed that the clerk be instructed to ask the contractor to investigate/quote for what he considered necessary while at the Allotment Field.
- b) The councillors inspection reports returned were not reviewed.
- c) The clerk reported the independent inspection was due in November and was quoted at £100. It was resolved to make the order. The clerk reminded council that advice each year includes considering control of moles and allowing the play park gate to be closed.

#### **122.16. Cemetery**

The clerk had contacted the pest officer who had agreed that his previous quotes 340 for a £150 annual charge for control of the moles would apply  
It was resolved that he be instructed to take action as they were causing damage to graves  
M Fisher reported ant hills were a problem- clerk to ask the pest officer for advice.

#### **123.16. Churchyard Wall –response from Diocesan volunteer.**

The clerk had emailed the date of the meeting again as requested and Lee Holmes had replied. He was currently snowed under with work- to keep asking and providing dates.

#### **124.16. Amenity grass cutting contract**

- a) It was agreed that a reduced cut would be necessary in October, clerk to instruct with a reminder that the August and September invoices were still outstanding.
- b) The clerk had invited the contractor to quote for trimming the hedges but he had not responded. The clerk was instructed to try and obtain other quotes.
- c) The clerk reminded the council that 2016 ended the three year contract with tenders to be invited for next season. Two councillors were currently undertaking safety inspections of the recreational areas but did not wish to continue. The clerk reminded all members that it was the responsibility of the council as a corporate body not individuals.  
It was agreed that contractors quoting for amenity grass cutting in 2017 would be invited to quote for making safety inspection of the recreation areas.  
Contract details to be confirmed when reviewing costs and charges for setting the budget.  
The clerk was instructed to approach volunteers to ask if the offer of help with inspections was still open as they had previously been turned down when the council wished to appoint a paid handyperson. J Scutt would then meet and inform them of what was involved.

#### **125.16. Parish Council website update**

The clerk reported progress was continuing slowly but she had a problem with the phone being cut off when the printer was connected.

#### **126.16. Council News Report.**

The clerk reported that she had been unable to publish as agreed as the laser printer was not working and it was thought it probably needed a new drum which could be expensive. She queried the possible high cost of using the new printer and the chairman confirmed that this would not be cost effective. It was agreed that the clerk could investigate the cost of what was needed for the laser printer and obtain a quote from the printer of the church magazine.

#### **127.16. Fibre Broadband**

It had been intended to consult residents regarding interest in arranging a meeting with a BT representative via the Council Report. M Fisher thought there would be sufficient interest.

#### **128.16. Finance:**

- a) Income received, bank int. 0.37p and 0.34p 0.71  
Tennis membership 30.00  
Tennis casual hire cash collected from Mrs J Ward 116.00  
Allotment Rent x 2 plots 60.00
- b) It was resolved that cheque 000837 be approved in retrospect as agreed and that cheque
- c) 000822 be cancelled and reissued to Physio-Control UK Sales Ltd as it was mislaid.  
000837 BW Maintenance Amenity Grass Cutting dated 8-8-2016 228.00  
000838 Physio-Clontrol sales UK Ltd for defibrillator 780.00
- d) It was resolved to order poppy wreath as budget with contribution to RBL.
- e) It was resolved to pay the invoices received:  
000839 Glasdon UK limited equipment for employee 32.85  
000840 A Hodgson Salary 1<sup>st</sup> July to 30<sup>th</sup> September 227.25  
000841 A Hodgson reimburse for equipment for employee 14.64

#### **129.16. To confirm date of next meeting**

It was agreed that the next meeting would be held on Monday 28<sup>th</sup> November. J Burnham suggested more meetings were needed and it was agreed there would be ten next year. 340