**WHORLTON PARISH COUNCIL**

**DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD AT SWAINBY VILLAGE HALL, SWAINBY**

**AT 7.30 PM ON WEDNESDAY 16TH MAY 2018**

PRESENT: Councillors Dolly Hannon (Chairman), Steve Brisley, Howard Tribick and Alistair Wright

ALSO PRESENT: Clerk: Angela Livingstone, Cllr. David Hugill and ten residents (numbers of residents reduced through the meeting).

18/15 APOLOGIES FOR ABSENCE AND DECLARATION OF INTERESTS

 All Councillors were present, Cllr Steve Muir had handed in his resignation and a notice of this vacancy had been displayed. There were no declarations of interest.

18/16 ELECTION OF CHAIR AND DECLARATION OF OFFICE

 Cllr Brisley proposed Dolly Hannon be appointed as Chair, this was seconded by Cllr Wright and approved by all. Cllr Hannon was duly elected as Chair.

18/17 ELECTION OF VICE CHAIR AND DECLARATION OF OFFICE

 Cllr Hannon proposed Alistair Wright be appointed as Vice Chair, this was seconded by Cllr Brisley and approved by all. Cllr Wright was duly elected as Vice Chair.

18/18 TO AGREE THE MINUTES OF THE MEETING HELD ON 18TH APRIL 2018

 Minutes were agreed and duly signed by the Chair.

18/19 PUBLIC FORUM

 A meeting regarding a Parish Plan had been discussed during the Parish Assembly, this was brought forward again. The Chair stated that leaflets had been sent out without Parish Council agreement showing a Parish Councillors name. Concerns were voiced regarding the use and reason for a Parish Plan. Cllr Hugill agreed with the Chair and informed residents that the Parish Council needed to ensure any actions were completed correctly and placed on agendas for residents to be aware of what was being discussed. He informed that the County Council may be interested in being involved, funding may be available from the locality budget.

18/20 MATTERS ARISING FROM THE MINUTES

 There were no matters arising from the minutes of the council meeting held on 18th April 2018.

18/21 GDPR UPDATE

 The Clerk informed that policies had been produced and were being considered, the Parish Council were working towards compliance. The Chair questioned if a separate staff privacy notice was required, personal information didn’t mention emails and that the Chair would hold these, and that the consent form had a mention of photographs. The Clerk was asked to address these matters. Cllr Tribick agreed to act as the nominated councillor to ensure the council were compliant. **ACTION: Clerk/Cllr Tribick**

18/22 PLANNING APPLICATIONS – No planning applications had been received.

18/23 CLERKS AND CORRESPONDENCE REPORT

The Clerk had forwarded correspondence received which had included surveys, the Chair informed she would complete the NYMNP Community Facilities Survey. Cllr Tribick asked to be booked on the NYMNPA Parish Training event, which he would report back on. The following correspondence was noted:

A report on Housing Need Assessment from Hambleton District Council

Notification of a breach on condition on planning at Cross Bank Caravan Park

 Road works notification of closure High Street Swainby, the Chair had displayed this information

 Revisions to NALC model standing orders, the Clerk was asked to add this as an agenda item

A nomination of the Rusty Bike had been sent to Hambleton Business Awards 2018

18/24 PLAYING FIELDS - Appointment of Committee and report.

 Cllr Hannon proposed and Cllr Brisley seconded that Mick Hannon, Simon Foster, Paul Wilson, Chris Beadle and Shaun Mason be elected as the committee of the SPFA, it was resolved that they serve for the forthcoming year. There had been no report received.

18/25 POLICE REPORT A report from 18/04/18 to 13/05/18 showed no incidents.

18/26 FINANCIAL MATTERS

18/26/1Remittance Advice had been received from Hambleton District Council of £5250.00

 Payments had been made to the Clerk for April and May salary, this payment included an increase from 1st April advised by NALC. Came and Co insurance renewal had been received, this showed an increase of £27. Councillors agreed to these payments and asked that insurance quotes be obtained from other providers the following year and asked that any new equipment be added to the policy. **ACTION: Clerk**

18/26/2A contract renewal had been received from SSE for the electricity supply to the toilet block. The Chair informed that only £600 of the grant previously received remained. The annual cost of the toilets was around £2000, she stated that the toilets were in need of refurbishment. Cllr Brisley agreed to look at the options for an alternative electricity supplier and costings for a sensor for the lights. He advised that the donations box had been purchased and installed, for which he was reimbursed. A notice for donations was to be drafted by the Chair and printed and laminated by the Clerk for display in both toilets. The Clerk was asked to add the Toilet block as an agenda item. Cllr Hugill offered to speak to with NMYNP Authority regarding grant availability. **ACTION: Cllr Brisley**

18/26/3The Clerk informed that she had received the accounts back from the previous Clerk on 15/5/18, the audit and VAT return had not been completed and some invoices were missing. The Clerk advised that she would contact the auditors to organise an extension and would ensure all accounts were up to date. **ACTION: Chair/Clerk**

18/27 ONGOING PROJECTS

18/27/1Number plate recognition scheme – Cllr Wright informed that he would communicate regarding installation. **ACTION: Cllr Wright**

18/27/2Bird mouth fencing – Cllr Brisley confirmed that he would progress this over the summer months.

 **ACTION: Cllr Brisley**

18/28 COUNTY COUNCILLOR, DISTRICT COUNCILLOR AND PARISH COUNCILLOR REPORTS

18/28/1 Cllr Hugill informed that his yearlong appointment as Chairman of Hambleton District Council had now ended and he had completed an album recording the exciting year. He asked if this could be displayed somewhere in the village for residents to view. He would progress this further but had concerns on the security of leaving the album in the village hall.

18/28/2The Chair informed that she would be attending the Osmotherly Sheepwash group meeting. She reminded members that a new bridge was in place, built with a grant by volunteers.

18/28/3Cllr Hugill advised that the Moors Messenger publication had information on fracking on the front cover, there were concerns that wording gave the impression that the National Parks did not support fracking. He stated the need to have an open mind and listen to facts on each individual case.

Cllr Hugill left the meeting.

18/28/4The Chair informed that she had attended the Affordable housing walkabout and was shown information on sites being looked at for 10 units. Carlton and Faceby were being looked at as well as Swainby. A number of sites were dismissed. The school site and Dawson’s field remained on the list despite access issues to this field. The final outcome of the discussions was awaited.

18/29 MATTERS FOR REPORTING OR INCLUSION ON NEXT AGENDA – Parish Plan, Finances, GDPR, Standing orders and Toilet block.

18/30 DATE AND TIME OF NEXT MEETING The date of the next meeting was 20th June 2018 at 7.30pm

 The meeting closed at 8.35pm. A short, closed discussion followed on Parish Council protocol.

Adopted: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chair of Whorlton Parish Council