

WHORLTON PARISH COUNCIL

DRAFT MINUTES OF THE PARISH COUNCIL MEETING HELD AT SWAINBY VILLAGE HALL, SWAINBY AT 8 PM ON WEDNESDAY 20TH JUNE 2018

The meeting commenced at 8pm due to the Whorlton Race.

PRESENT: Councillors Dolly Hannon (Chairman), Howard Tribick, Alistair Wright and Rob Lemmon

ALSO PRESENT: Clerk: Angela Livingstone, 2 residents

18/31 APOLOGIES FOR ABSENCE AND DECLARATION OF INTERESTS

Cllr Steve Brisley and Cllr Griffiths

18/32 CO-OPTION OF NEW PARISH COUNCILLOR

There had been no requests from eligible electors to the notice placed and Rob Lemmon had emailed regarding his interest in being co-opted. Cllr Hannon proposed Mr Lemmon be co-opted, this was seconded by Cllr Wright. All Councillors welcomed the appointment and Cllr Lemmon signed the declaration form and register of interests.

18/33 TO AGREE THE MINUTES OF THE MEETING HELD ON 16TH MAY 2018

Minutes were agreed and duly signed by the Chair.

18/34 PUBLIC FORUM

Mr Horton gave information and requested support from the Parish Council for Whorlton Castle, which was a Grade 1 listed building, this was in trust for his 10-year-old grandson. He informed of needing to find a long-term use to retain this as a feature in the village. He asked the Parish Council to let English Heritage know the concerns for the site. Ideas for security were discussed and an offer to install a fence and gate which would be locked with a chain from a resident were approved. An idea of a sign stating no parking after 6pm was approved together with the gate being locked at 5 pm in the winter and 8pm in the summer. Cllr Wright suggested initially putting a chain and lock on the large gate, which had not been locked for some time. The Chair stated that permission may be required from English Heritage and the National Parks, she advised that she would ensure that details of the arrangements would be shown on the newsletter due to be distributed. Cllrs approved that a letter be sent to Giles Proctor at English Heritage with a copy to Graham Lee at the National Parks stating that regular issues were reported with the police.

ACTION: Clerk

18/35 MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes of the council meeting held on 16th May 2018.

18/36 GDPR UPDATE

Councillors approved policies circulated. The Clerk was asked to add the approved policies to the website. These included the privacy notice, data audit, records management policy and security incident policy. It was approved that the consent form would be sent to residents, this would be sent with the newsletter to all residents. At present 70 households had agreed for communications via email. Cllr Tribick offered to print the newsletter and all councillors would help with delivery.

ACTION: Clerk

David Hugill came into meeting.

18/37 STANDING ORDERS

The Clerk was asked to forward the amendments to the Chair for her to look at the standing orders and suggest any changes for approval at the July meeting.

ACTION: Clerk

18/38 PLANNING APPLICATIONS – No planning applications had been received.

18/39 CLERKS AND CORRESPONDENCE REPORT

The Clerk had forwarded correspondence received:

Resident email re flooding, Church Lane - Cllr Wright had met the resident offered support and advised him to speak with the landowner.

NYCC email re temporary road closure, Swainby High Street.

Email received re renewal of subsidised bus services – no comments were to be returned.

Email received re street lighting renewal programme during sept/oct, 3 days to change 62 lights. The Chair informed that this would be added to the newsletter.

Emails received from Hambleton DC re tour of rural exception sites on 2nd July, no Cllrs wished to attend.

Email re changes to bin collections.

Invite to Community led housing workshop 4th July 6.30pm Galtres Centre, Easingwold.

Request to meet, to film at The Rusty Bike for Business Awards nomination 5th July, Chair to attend.

YLCA invite to Hambleton branch annual mtg 27 June at 7pm and training opportunities – Clerk to book Cllr Tribick and Cllr Lemmon on new councillor training in York. **ACTION: Clerk**

Email to and response from NYMNPA Debbie Trafford, re toilet grants- statement of annual costs be sent by Clerk to attempt to access award of 50% of costs. **ACTION: Clerk**

Email regarding Birdmouth fencing bolts extending at the rear, concern raised re health and safety factor. Claver Close to Millers bridge. Clerk to email comments. **ACTION: Clerk**

Cllr Wright to progress reinstatement on the road closure to the unadopted highway, past the castle. The Clerk was asked to add this to the projects for the next agenda. **ACTION : Clerk**

The Chair informed of concerns that the dog waste bins were incorrectly situated, seven were placed on the High Street. She suggested that two were moved to the bottom of Black Horse Lane and Church Lane. Cllr Hugill asked for details of changes to be emailed to him showing the requirements. **ACTION: Chair**

18/40 PLAYING FIELDS – no report received.

18/41 POLICE REPORT – no report received.

18/42 FINANCIAL MATTERS

18/42/1 The Clerk had completed the Annual Audit and presented the details to the Parish Councillors. It was approved that the Parish Council were exempt from sending the completed Annual Governance and Accountability Return for the financial year 2017/18 to the external auditor for a limited assurance review as the higher of the authority's gross income for the year or gross annual expenditure, for the year did not exceed £25,000 and all qualifying criteria were met from the Annual Governance Statement.

18/42/2 Full account details had been provided to the Parish Councillors. Councillors approved the figures were accurate and that the Accounting Statements for the 2017/18 audit should be approved.

18/42/3 The Clerk questioned arrangements for the internal audit and noted that Cllr Wright had completed the task the previous year, she explained this should be completed outside of the Parish Council and a contact was to be made via Cllr Brisley for the following year. The Clerk confirmed that as she had effectively audited the accounts to ensure they were correct before bringing to the council she would sign the audit this year.

18/41/3 The Clerk presented the financial report from the beginning of April, approved by all members.

Cheques paid		cheque no.
26.3.18 Hambleton District Council - by election	1,217.71	00797
1.4.18 Yorkshire Local Councils Assoc -YLCA membership	206.00	00798
4.4.18 Hambleton District Council - Rate demand notice toilets	nil	
11.4.18 Screwfix - Key safe	14.99	00799
16.5.18 A Livingstone - clerk wages Apr/May	531.90	00800
24.4.18 Came & Company - Insurance	588.59	00801
24.4.18 my charity boxes - charity box	47.98	00802
14.5.18 Boyes - padlock for charity box	6.30	00802
12.6.18 Isecure technologies - ANPR camera & installation	1,180.00	00803
12.6.18 Northumbrian Water	20.89	direct
20.6.18 A C Hannon -Toilet consumables	20.23	00804
20.6.18 J Beadle – Grass cutting consumables	37.59	00805
31.6.18 A Livingstone - clerk salary June	265.95	direct
Payments received		
26.4.18 Hambleton District Council - Precept	5,250.00	
22.05.18 D Vasey -printer purchase from council	44.99	

£1,679 remained in the current account. 50% of the precept was still due to be paid. Payments were still to be made for the upkeep of the toilets and grass cutting.

18/42 PARISH PLAN

Cllr Tribick had sent information, some residents supported this and felt this would be good for the village. The Chair stated disappointment, she had anticipated a briefing from the two events held, including numbers attending and points raised. Cllr Tribick advised that from the questionnaire sent, 35 residents stated they were interested in being informed and 8 wanted to be involved with the steering group. The following meeting had 12 attendees. The Chair stated the need for more information with details before the Parish Council could endorse. Cllr Tribick responded that the group looking at the Parish Plan wanted the whole community involved, other councillors did not feel this was the message sent. Cllr Tribick talked of different funding streams available through energy companies and added that he understood the need for an open transparent process with evidence and minutes available, representing a broad number of residents. The Chair stated that she would add details to the newsletter. Councillors agreed that this remain as an agenda item and that any future information should be sent 7 days prior to the meeting. Cllr Tribick stated that he anticipated a timescale for completion within 6 months.

18/42/1 It was agreed that Cllr Tribick will formulate a steering group. Details would be added to the newsletter, making it clear this was not a splinter group and that the Parish Council would be open minded to the concept of the plan, subject to further discussions and the group demonstrating a broad spectrum of residents wanting a plan.

18/43 TOILET BLOCK

There had been regular reports from Mr Beadle regarding the toilets blocking. All agreed the need for a refurbishment, this would require a grant to be sought. Cllrs agreed that a camera was required to check the blockage, Cllr Tribick advised he would progress this and action if a low cost, he would keep Cllrs informed. The Chair informed that the Clerk had provided laminated signs for the toilets and within the first two weeks of the donations box being installed, £9.75 had been donated. **ACTION: Cllr Tribick**

18/44 ONGOING PROJECTS

18/44/1 Number plate recognition scheme – This was installed, but there had been no contact to inform it was functioning. Cllr Wright would progress this. The Clerk would inform the police it was installed.

ACTION: Cllr Wright/Clerk

18/44/2 Bird mouth fencing – ongoing

18/45 COUNTY COUNCILLOR, DISTRICT COUNCILLOR AND PARISH COUNCILLOR REPORTS

18/45/1 Cllr Hugill informed that the Police and Crime Commissioner would control the running of the fire authority. both councils were against when this came to scrutiny committee. When questioned they had stated that response rates would not be affected. - Recycling were implementing a rule of three strikes and no further collection, Cllr Hugill stated after seeing work completed he understood the importance of contamination. Cllr Hugill left the meeting.

Cllr Tribick had attended planning training from which he would circulate the training presentation.

ACTION: Cllr Tribick

18/46 MATTERS FOR REPORTING OR INCLUSION ON NEXT AGENDA – newsletter draft to be agreed and distributed – this would cover street lighting, GDPR, footpaths, ANPR camera, drone code, castle information, parish plan and election results and charges. Together with consent forms.

18/47 DATE AND TIME OF NEXT MEETING The date of the next meeting was 18th July 2018 at 7.30pm
The meeting closed at 10.05pm

Adopted: _____ Date: _____
Chair of Whorlton Parish Council