

CLAXTON & SAND HUTTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL, SAND HUTTON ON MONDAY 25 JUNE 2012 AT 7.30 P.M.

MEMBERS PRESENT:

Cllr P Stott (Chairperson)

Cllr Dr C Hall

Cllr Mrs A Steele

Cllr Mrs J Whiteley

IN ATTENDANCE:

Fiona Hill – Parish Clerk

Ryedale District Councillor Keith Knaggs

MEMBERS OF PUBLIC PRESENT:

Seven

1: TO ACCEPT APOLOGIES FOR ABSENCE:

North Yorkshire County Councillor Clare Wood

2: TO RECORD DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA:

None

3: TO CONFIRM THE MINUTES OF THE MEETINGS HELD ON MONDAY 14 MAY 2012 AND THURSDAY 07 JUNE 2012:

Both sets of minutes were unanimously accepted without amendment.

4: TO DISCUSS MATTERS ARISING FROM PREVIOUS MINUTES:

4.1 Casual Vacancies – Claxton x1, Sand Hutton x1

The Parish Council had now received authority from Ryedale District Council to fill both vacancies by co-option. Parish Councillors would ask around to try and find interested parties.

4.2 School Playing Field Access

Nothing to report (NTR) – the Parish Clerk would request an update from Laura Edwards

4.3 Jubilee Celebrations

This had been a success. The Parish Council was awaiting some claims for expenses

4.4 Footpaths through woodland

NTR - Cllr Hall would speak to the land owner

5: TO RECEIVE ANY MATTERS RAISED BY MEMBERS OF PUBLIC:

- A parishioner requested that the ditches be cut out from Greenhills down to the A64 – the Parish Council asked the Parish Clerk to contact Highways.
- A parishioner requested the dog bins near the Green were relocated, after discussion the Parish Council decided it did not agree these should be relocated, so no action was required.

6. TO DISCUSS, IF NECESSARY, LONG-STANDING MATTERS:

6.1 Saturday Social

The Parish Council agreed 11 August 2012, 1030-1230. The Parish Clerk would book the Village Hall.

6.2 Parish Plan

NTR

- 6.3 Village Website/Newsletter
Cllr Steele would prepare an article for The Circular. The Parish Clerk would contact Bill Heath about events guide.
- 6.4 High Speed Broadband
NTR
- 6.5 Village Assets/Furniture
- 6.5.1 Street Lights
The Parish Council agreed to accept a maintenance contract with NYCC, for an agreed period, which could be reviewed regularly allowing alternative arrangements to be researched.
- 6.5.2 Benches
The Dalesman Best Kept Village Bench is currently been renovated by Cllr Whiteleys husband, so in the meantime a spare bench from Sand Hutton is in situ.
- 6.6 Village Grass Cutting
The Grass Cutting contract is with Rycrofts of Flaxton, with George Ellis cutting the grass in the periods in between. The Parish Clerk would check with Laura Edwards and ensure the correct arrangements continued.
- 6.7 Highway Issues
- 6.7.1 Village Hall Signs
Cllr Hall would obtain a progress report
- 6.7.2 Traffic Signs
The 30 mph sign was in place, so this item could be removed
- 6.7.3 A64 Central Reservation
The request for one at Whinney Lane was refused by Highways, so this item could be moved.
- 6.7.4 Farm Traffic
Cllr Whiteley would speak to local farmers and report back to Parish Council
- 6.7.5 Footpath Parking
NTR
- 6.7.6 Speeding
The Parish Council asked the Parish Clerk to research Vehicle Activated Speed Signs
- 6.7.7 Flooding
This was discussed at length. The recent cloud burst has caused problems within the village. Cllr Stott was in contact with Yorkshire Water and NYCC and he had spent a lot of time within the village researching the village drainage system. Cllr Stott would continue this work and report further at the next meeting.

7. TO DISCUSS, IF NECESSARY, MATTERS RAISED WITH/BY:

- 7.1 North Yorkshire County Council (NYCC)
NTR
- 7.2 Ryedale District Council (RDC)
Cllr Knaggs congratulated the Parish Council on their civic pride award and talked briefly about the following:
- * Affordable Housing
 - * Supporting Independent Living
 - * Local Plan

- * Village Libraries
- * New Homes Bonus
- * FERA
- * Pasture Farm development
- * Flooding Resilience Scheme
- * Meeting attendance by Ann Mackintosh MP
- * Code of Conduct 2012

He was sad to report the death of Jim Goodwill of Claxton, as he was our oldest alderman in Ryedale and had served the community for many years.

7.3 Yorkshire Local Councils Association (YLCA)

The Parish Council had received details of

- * consultation on the infrastructure planning regime
- * improvements to the policy and legal framework for public rights of way.

The Parish Council agreed to leave it to YLCA to respond.

7.4 North Yorkshire Police (NYP)

The Parish Council asked the Parish Clerk to make contact with the local policeman and invite him to attend Parish Council meeting.

7.5 Parish Liaison Meetings

The meeting on 30 May 2012 was attended by Cllr Stott and Laura Edwards. Laura had prepared a report and Cllr Stott read the bullet points to the meeting.

8: TO REPORT AND MAKE RELEVANT RECOMMENDATIONS ON NEW PLANNING APPLICATIONS:

None

9: TO REPORT PLANNING DECISIONS BY CITY OF YORK COUNCIL:

8.1 12/00425/FUL Kissthorn Farm, Sand Hutton Approval

10: TO REPORT ANY NEW CORRESPONDENCE RECEIVED BY THE COUNCIL:

10.1 Phone Boxes for Defibrillators

The Parish Council had previously agreed not to adopt the phone boxes as mobile signals were so bad in the parish. Bill and Liz Heath were running an appeal for funding towards defibrillators and had asked if they could use the Parish Council bank account. The Parish Clerk had contacted YLCA (23Jun12) who advised that this was OK, but pointed out that fundraisers need to appreciate that the money will become subject to the council's financial regime. Monies will have to be included in the cash book and in the annual return at year end. The Parish Council agreed they would need to see a formal structure and working committee terms of reference.

11: TO REPORT MATTERS RAISED BY MEMBERS:

The Parish Council agreed they would like to create a welcome pack, which they could hand to new parishioners. The Parish Clerk would draft one from a template induction pack used by other Parish Councils.

12: TO DISCUSS MATTERS RAISED BY PARISH CLERK/RESPONSIBLE FINANCIAL OFFICER:

12.1 Bookkeeping records for year ending 31Mar13 to date

The Parish Clerk circulated copies around Parish Councillors.

12.2 To conduct Internal Control Check(s)

The Parish Clerk gave a brief topic introduction to the Parish Council and would circulate further information to enable Parish Councillors to conduct Internal Control Checks

12.3 Internal Audit Report

The Parish Clerk had received the written report from John C. Thompson who had contacted the Internal Audit. He mentioned “The Npower Saga” and the HMRC requirement regarding the employment of a Parish Clerk.

12.4 Certificate in Local Council Administration (CiLCA) 2012

The Parish Clerk advised that she had obtained this qualification.

12.5 Localism Act – The General Power of Competence (GPC)

The Parish Clerk had circulated the YLCA Advice Note 34 regarding GPC. The Parish Council currently does not fulfill the criteria for Elected Councillors, so could not adopt this power.

12.6 HMRC Employer Registration

The Parish Clerk had completed the online registration, but nothing had been received to date.

12.7 To report matters raised with/by Yorkshire Local Councils Association

12.7.1 Code of Conduct 2012

The Parish Clerk had circulated the draft code of conduct as prepared by the National Association of Local Councils (NALC) along with advice from YLCA. A final copy was unanimously adopted by the Parish Council and signed by the Chairman.

12.7.2 Training Programme

The Parish Clerk had received the YLCA Training Programmes for June, July and August. The Parish Council discussed them briefly and agreed no training was currently required.

12.7.3 Health Checks for Parish Councils

The Parish Clerk gave a brief report on this new initiative, which the Parish Council decided was not required at this stage.

12.8 To approve the following payments:

12.8.1 Parish Clerk	Salary	£130.10	100151
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The Parish Council asked the Parish Clerk to obtain a mandate from the bank to update the cheque signatories.

13: TO CONFIRM THE DATES OF THE FUTURE MEETINGS ON MONDAYS AT 7.30 P.M. IN THE VILLAGE HALL, SAND HUTTON AS:

16 July 2012	13 August 2012	17 September 2012
15 October 2012	19 November 2012	17 December 2012