

CLAXTON & SAND HUTTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL, SAND HUTTON ON MONDAY 14 AUGUST 2017 AT 7.30 P.M.

MEMBERS PRESENT:

Dr C Hall (CH) Cllr P Stott (PS) Cllr Mrs J Whiteley (JW)

IN ATTENDANCE:

Fiona Hill (FH) – Parish Clerk
Caroline Goodrick (CG) – NYCC/RDC Cllr

MEMBERS OF PUBLIC PRESENT:

1 - Donna Rankeillor (DR)

18/28 TO ACCEPT APOLOGIES FOR ABSENCE:

Nigel Davis (ND)

18/29 TO RECORD DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA:

PS – 12.1, as he is on the organizing committee

18/30 TO CONFIRM THE MINUTES OF THE MEETINGS HELD ON MONDAY 26 JUNE 2017:

These minutes were approved

18/31 TO DISCUSS MATTERS ARISING FROM PREVIOUS MINUTES:

4.1 Speeding/95 Alive

It was unanimously not to pursue a 95 Alive application at this time, but CG reported that she was campaigning for speed checks to be done within this parish

4.2 Phone Box Refurbishment

Sand Hutton - FH reported that BT had advised that the box was fully repainted in 2013 and would not be considered within next two years, however, they had arranged for the glass repairs and cleaning to be done a.s.a.p. FH would ask if the parish could arrange to have it painted.

Claxton – PS reported that this was work in progress

18/32 TO RECEIVE ANY MATTERS RAISED BY MEMBERS OF PUBLIC:

None

18/33 TO CONSIDER ANY APPLICATIONS RECEIVED FOR THE VACANCY ON THE PARISH COUNCIL:

It was unanimously agreed that Donna Rankeillor would be co-opted onto the parish council.

18/34 TO DISCUSS, IF NECESSARY, LONG-STANDING MATTERS:

- 1 Saturday Social – Sat07Oct17
CH gave brief report on progress so far
- 2 Communication - Village Website
Cllrs were concerned that it appeared to be out of date and recent minutes not uploaded. FH was asked to deal with this as a matter of urgency. DR offered to assist with this and future hosting/monitoring
- 3 Highways – NTR
- 4 Extreme Weather Issues - Flooding –
PS reported that village drainage has coped with recent heavy rainfall and NYCC had emptied two gullies
- 5 Neighbourhood Watch (NHW) –
RDC had provided a list of co-ordinators, but it appeared to be out of date.
- 6 War Memorial – NTR

18/35 TO DISCUSS, IF NECESSARY, MATTERS RAISED WITH/BY:

- 1 North Yorkshire County Council (NYCC)
1.1 Common Land –
The Parish Council noted the content of emails circulated by FH
- 2 Ryedale District Council (RDC)
2.1 Request for dog litter bin on bridleway near village hall
FH would chase this, as it had still not been installed
- 3 North Yorkshire Police (NYP) –
FH had circulated by email the North Yorkshire Police, June 2017, Southern Ryedale Report
- 4 Parish Liaison Meetings – NTR

18/36 TO REPORT AND MAKE RELEVANT RECOMMENDATIONS ON NEW PLANNING APPLICATIONS:

1. 17/00654/FUL Gravel Pit Farm, Sand Hutton
The Parish Council unanimously Objected to this application for the reasons as follows:
 - The application has no drawings and shows a lack of detail generally
 - The parish could would need to know how many horses/paddocks are planned within the development
 - A review of waste management would be required
 - There should be no commercial livery, which would increase traffic on highway

18/37 TO REPORT PLANNING DECISIONS BY REYDALE DISTRICT COUNCIL:

None

18/38 TO REPORT ANY NEW CORRESPONDENCE RECEIVED BY THE COUNCIL:

None

18/39 TO REPORT MATTERS RAISED BY MEMBERS:

1. St Leonard’s Medieval Fayre – Request for funding

FH advised that Section 137 permits councils in England which do not have the general power of competence to incur expenditure for purposes for which they do not have a specific power.

The Parish Council unanimously agreed to pay for the clay pot making activity, using S137, as they felt it was an enjoyable event enjoyed by many parishioners.

- Jack Russell puppy roaming loose

FH was asked to report to RDC this issue as the concerns were that it is roaming close to the A64 and probably fouling on public areas.

- Hall Drive – land to rear

CG reported that she had reported to RDC a material change of use of land including tree felling and laying down of rubble

18/40 TO DISCUSS MATTERS RAISED BY PARISH CLERK/RESPONSIBLE FINANCIAL OFFICER:

1. Bookkeeping records for year ending 31 Mar 18 to date

FH circulated copies of the bank reconciliation dated 02 August 2017, showing a bank balance of £7959.85, along with an Income & Expenditure Report

2. Internal Control Check(s)

These were conducted and everything found to be in order.

3. Work Place Pensions

FH had completed the Declaration of Compliance must be completed. The Minutes would be updated and this matter could now be removed from the agenda

5. To report matters raised with/by Yorkshire Local Councils Association

5.1 Internal Audit

FH would summarise findings from all internal audit and report to next meeting, as some may be of relevance to this Parish Council

5.2 Standing Orders

FH reported that the tailoring work was finished, so could be finalised at the next meeting

5.3 Financial Regulations

FH reported that the tailoring work was finished, so could be finalised at the next meeting

5.4 Risk Management

FH reported that the drafts were now done, so could be finalised at the next meeting

5.5 Delegation of decision making power

It was unanimously agreed not to delegate

5.6 Transparency Code Funding

NTR

5.7 Consider training needs of members and employees

It was unanimously agreed that there were not training needs at this time

6. To approve the following payments:

Parish Clerk	Salary	£138.42	100292
Parish Clerk	Salary	£138.42	100293
Make & Take Ceramics	Medieval Fayre	£94.00	100294
Street Party	Insurance	£54.00	100295*

*The Parish Council unanimously agreed to reimburse the event committee for this expenditure, using S137, as they felt it was a sensible precaution to have insurance.

**18/41 TO CONFIRM THE DATES OF THE FUTURE MEETINGS ON
MONDAYS AT 7.30 P.M. IN THE VILLAGE HALL, SAND HUTTON AS:**

25 September 2017	06 November 2017	11 December 2017
29 January 2018	05 March 2018	09 April 2018
14 May 2018	25 June 2018	06 August 2018
10 September 2018	22 October 2018	03 December 2018

The Pensions Regulator "Duties Checker" - As it is an employer who must provide a pension:

- | | | |
|------|------------------------------------|---------------------------------|
| i) | Confirm who to contact | - Done (See minutes Mon28Sep15) |
| ii) | Choose a pension scheme | - Done (See minutes Mon26Jun17) |
| iii) | Work out who to put into a pension | - Done (See minutes Mon26Jun17) |
| iv) | Write to your staff | - Done (See minutes Mon26Jun17) |
| iv) | Declare your compliance | - Done (See minutes Mon14Aug17) |

FERA CAR PARKING SCHEME REMINDER

If you live within the Parish and want to take advantage of FREE weekend parking at FERA visitors car park so you can catch the bus into York/the coast, please email the Parish Clerk with your name, full address and car registration number.