

CLAXTON & SAND HUTTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL, SAND HUTTON ON MONDAY 06 NOVEMBER 2017 AT 7.30 P.M.

MEMBERS PRESENT:

Nigel Davis (ND) Dr Caroline Hall (CH) Peter Stott (PS)
Mrs Jennie Whiteley (JW)

IN ATTENDANCE:

Fiona Hill (FH) – Parish Clerk

MEMBERS OF PUBLIC PRESENT:

1

18/55 TO ACCEPT APOLOGIES FOR ABSENCE:

Parish Cllr Ms Donna Rankeillor (DR)

18/56 TO RECORD DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA:

None

18/57 TO CONFIRM THE MINUTES OF THE MEETINGS HELD ON MONDAY 25 SEPTEMBER 2017:

These minutes were approved

18/58 TO DISCUSS MATTERS ARISING FROM PREVIOUS MINUTES:

- 4.1 Phone Box Refurbishment
Claxton (Adopted by PC) – awaiting work by Mr Pote
Sand Hutton (Still owned by BT) – awaiting response from BT
- 4.2 Grass Verges – Damaged/Erosion, possible installation of posts
Post had been erected by NYCC along Upper Helmsley Road
Evidence would be collected by Cllrs and Parishioners about motorists showing a lack of community consideration. JW would seek advice from NFU and PS would speak to Bill Heath about speed guns.
- Vacancy – FH had informed RDC and now awaited authority from RDC to co-opt

18/59 TO RECEIVE ANY MATTERS RAISED BY MEMBERS OF PUBLIC:

None

18/60 TO DISCUSS, IF NECESSARY, LONG-STANDING MATTERS:

- 1 Saturday Social – Sat20Jan18, then May 2018, then November 2018
The October 2017 event was cancelled, but CH had looked at the original rationale and feels strongly that the event is important and the Parish Council should host. Local clubs will be invited, but would organize themselves.
- 2 Communication - Village Website - NTR.
- 3 Highways – Speeding – FH would write again sending recorded delivery
- 4 Extreme Weather Issues - Flooding – NTR
- 5 Neighbourhood Watch (NHW) – NTR
- 6 War Memorial – PS would speak to the stonemason working at the church

18/61 TO DISCUSS, IF NECESSARY, MATTERS RAISED WITH/BY:

- 1 North Yorkshire County Council (NYCC) - NTR
- 2 Ryedale District Council (RDC)
 - 2.1 Request for dog litter bin on bridleway near village hall
FH would suggest providing the bin and ND would install
- 3 North Yorkshire Police (NYP) – NTR
- 4 Parish Liaison Meetings – NTR

18/62 TO REPORT AND MAKE RELEVANT RECOMMENDATIONS ON NEW PLANNING APPLICATIONS:

FH was asked to draft a planning policy so some powers could be delegated

18/63 TO REPORT PLANNING DECISIONS BY REYDALE DISTRICT COUNCIL:

None

18/64 TO REPORT ANY NEW CORRESPONDENCE RECEIVED BY THE COUNCIL:

None

18/65 TO REPORT MATTERS RAISED BY MEMBERS:

None

18/66 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 October 2017, showing a bank balance of £10346.54, along with an Income & Expenditure Report
2. Internal Control Check(s)
These were deferred until the next meeting.
3. Internal/External Audits
NTR – this item could be removed
4. Budget/Precept/Reserves 2018-2019
FH included a draft budget on the finance sheet, which was discussed. FH would amend as instructed for the next meeting
5. To report matters raised with/by Yorkshire Local Councils Association
 - 5.1 Internal Audit
FH reported the YLCA were no longer conducting internal audits, so using a list provided by YLCA, would obtain alternative quotes.
 - 5.2 Asset Inspections
FH would prepare a template using the asset list, to evidence periodic checking by Cllrs
 - 5.3 Transparency Code Funding
FH reported that the second amount of funding had been received.
6. To approve the following payments:

Parish Clerk	Salary	£138.42	100297
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Parish Clerk	Salary	£138.42	100298
British Legion	Wreath		£25.00
	100299		

18/67 TO CONFIRM THE DATES OF THE FUTURE MEETINGS ON MONDAYS AT 7.30 P.M. IN THE VILLAGE HALL, SAND HUTTON AS:

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.