

CLAXTON & SAND HUTTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL, SAND HUTTON ON MONDAY 25 JUNE 2018 AT 7.30 P.M.

MEMBERS PRESENT:

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

IN ATTENDANCE:

Fiona Hill (FH) – Parish Clerk

MEMBERS OF PUBLIC PRESENT:

0

19/15 TO ACCEPT APOLOGIES FOR ABSENCE:

Donna Rankeillor (DR) Peter Stott (PS)

19/16 TO RECORD DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA:

None

19/17 TO CONFIRM THE MINUTES OF THE MEETINGS HELD ON MONDAY 14 MAY 2018:

These minutes were approved and signed

19/18 TO DISCUSS MATTERS ARISING FROM PREVIOUS MINUTES:

None

19/19 TO CONSIDER ANY APPLICATIONS RECEIVED FOR THE VACANCY ON THE PARISH COUNCIL

None

19/20 TO RECEIVE ANY MATTERS RAISED BY MEMBERS OF PUBLIC

None

19/21 TO DISCUSS, IF NECESSARY, LONG-STANDING MATTERS:

- 1 Saturday Social – NTR
 - 2 Communication - Village Website –
FH had uploaded documents on the NYCC Datasets. FH would add a link onto the village website directing people to the NYCC Datasets. The NYCC Datasets website address will be shown on the agenda.
 - 3 Highways – Speeding/Verge erosion
ND reported that PCSO Pounder had met with parishioners regarding the use of speed guns. FH was asked to contact RDC asking them to clear vegetation obscuring speed road signs. If they are unwilling to carry out the work, seek permission to do it.
 - 4 Extreme Weather Issues - Flooding – NTR
 - 5 Neighbourhood Watch (NHW) – FH would seek advice from RDC about checking how up to date the coordinators list is.
 - 6 War Memorial – NTR
-

- 7 Phone Box Refurbishments – Claxton (Adopted) / Sand Hutton (BT) – FH was asked to contact BT to seeking permission to have to Sand Hutton phone box painted by a professional painter & decorator.

19/22 TO DISCUSS, IF NECESSARY, MATTERS RAISED WITH/BY:

- | | | |
|---|---------------------------------------|-----|
| 1 | North Yorkshire County Council (NYCC) | NTR |
| 2 | Ryedale District Council (RDC) | NTR |
| 3 | North Yorkshire Police (NYP) | NTR |
| 4 | Parish Liaison Meetings (Wed13Jun18) | NTR |

19/23 TO REPORT AND MAKE RELEVANT RECOMMENDATIONS ON NEW PLANNING APPLICATIONS:

1. 18/00570/HOUSE Winthorpe, main Street, Claxton
The Parish Council had No Adverse Comments to make

19/24 TO REPORT PLANNING DECISIONS BY REYDALE DISTRICT COUNCIL:

None

19/25 TO REPORT ANY NEW CORRESPONDENCE RECEIVED BY THE COUNCIL:

None

19/26 TO REPORT MATTERS RAISED BY MEMBERS:

JW reported that a company appointed by NYCC to visit those who would be affected by the possible dualling of A64. It was suggested there would be a public consultation in the near future.

19/27 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 with a balance of £9197.67, along with an Income & Expenditure Report. Cllrs noted the previous years figures were incorrect, so FH would correct these before the next meeting.
2. Financial Management - Internal Control, Asset Inspections, Internal/External Audits
Bridleways Bookkeeping had conducted the Internal Audit and all was in order, with one minor comment "the grants totalling £173 were noted, which could be seen as the reason for overspend and would advise caution when spending public funds which may affect the precept".
3. General Data Protection Register (GDPR)
FH reported as follows:
 - The Parish Council had subscribed to the Information Commissioners Office.
 - Parish Councils are now exempt from appointing a Data Protection Officer
 - YLCA have circulated a draft Records Management Policy, which FH would check and forward to Cllrs ready for adoption.

4. To report matter raised with/by Yorkshire Local Councils Association
NTR

5. To approve the following payments:

Parish Clerk	Salary	£145.75	100317
HMRC	PAYE	£109.20	100318
Bridleways Bookkeeping Services	Internal Audit	£100.00	100319
Information Commissioners Office	Subscription	£40.00	100320
NYCC – Street Lights	Electricity	£327.86	100321

**19/28 TO CONFIRM THE DATES OF THE FUTURE MEETINGS ON
MONDAYS AT 7.30 P.M. IN THE VILLAGE HALL, SAND HUTTON AS:**

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.