CLAXTON & SAND HUTTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL, SAND HUTTON ON MONDAY 14 MAY 2018 AT 7.30 P.M.

MEMBERS PRESENT:

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

IN ATTENDANCE: **MEMBERS OF PUBLIC PRESENT:**
Fiona Hill (FH) – Parish Clerk   0

19/1   TO ACCEPT APOLOGIES FOR ABSENCE:
Ms Donna Rankeillor (DR)

19/2   TO RECORD DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA:
None

19/3   TO CONFIRM THE MINUTES OF THE MEETINGS HELD ON MONDAY 09 APRIL 2018:
These minutes along with those for 05 March 2018, were signed

19/4   TO DISCUSS MATTERS ARISING FROM PREVIOUS MINUTES:
None

19/5   TO CONSIDER ANY APPLICATIONS RECEIVED FOR THE VACANCY ON THE PARISH COUNCIL
None

19/6   TO RECEIVE ANY MATTERS RAISED BY MEMBERS OF PUBLIC
None

19/7   TO DISCUSS, IF NECESSARY, LONG-STANDING MATTERS:
1   Saturday Social –
    This had been a very successful event and parishioners had been given
    useful contacts encouraging them to report issues such as potholes. The
    next event was planned for 06Oct18
2   Communication - Village Website –
    The Claxton & Sand Hutton Community Group on Facebook was now
    live. FH was now uploading documents on the NYCC Datasets. PS was
    speaking to Greenhills IT about the retaining the village website.
3   Highways – Speeding/Verge erosion
    Cllrs felt this had improved slightly, but it had been dry
4   Extreme Weather Issues - Flooding – NTR
5   Neighbourhood Watch (NHW) – Facebook could be used to circulate
    information received
6   War Memorial – NTR
7   Phone Box Refurbishments – Claxton (Adopted) / Sand Hutton (BT) – Notices
    about cutting the Laurels back in Claxton were in place. ND would do the
    work.

19/8   TO DISCUSS, IF NECESSARY, MATTERS RAISED WITH/BY:
1   North Yorkshire County Council (NYCC)   NTR
2   Ryedale District Council (RDC)
    2.1   Election Recharges
    The Parish Council would object to this due to the problems it would
    create for small councils budgets.
3   North Yorkshire Police (NYP)   NTR
4   Parish Liaison Meetings   NTR

19/9   TO REPORT AND MAKE RELEVANT RECOMMENDATIONS ON NEW PLANNING APPLICATIONS:
None

19/10 TO REPORT PLANNING DECISIONS BY REYDALE DISTRICT COUNCIL:
None

19/11 TO REPORT ANY NEW CORRESPONDENCE RECEIVED BY THE COUNCIL:
None

19/12 TO REPORT MATTERS RAISED BY MEMBERS:
None

19/13 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, along with an Income & Expenditure Report

2.   Financial Management - Internal Control, Asset Inspections, Internal/External Audits

FH had arranged for Bridleways Bookkeeping to conducted the Internal Audit

3. General Data Protection Register (GDPR)

This comes into force on 25 May 2018. FH was conducting an audit of paper and electronic records to ensure compliance. The Parish Council would need to appoint a Data Protection Officer, which could not be a Councillor or Clerk.

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

NTR

5. To approve the following payments:

Parish Clerk   Salary   £153.08   100316

Cheque 100315 cancelled

19/14 TO CONFIRM THE DATES OF THE FUTURE MEETINGS ON MONDAYS AT 7.30 P.M. IN THE VILLAGE HALL, SAND HUTTON AS:

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.