

CLAXTON & SAND HUTTON PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL, SAND HUTTON ON MONDAY 20 SEPTEMBER 2021 AT 7.30 P.M.

MEMBERS PRESENT:

Mr Nigel Davies

Dr Caroline Hall

Mr Colin Russell

Mrs Jennie Whiteley

IN ATTENDANCE:

NYCC/RDC Cllrs Caroline Goodrick

Fiona Hill – Parish Clerk

MEMBERS OF PUBLIC PRESENT:

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22/18 a) To receive apologies for absence given in advance of the meeting:

Mr Peter Stott

b) To consider the approval of reasons given for absence:

Resolved – Approved (Unanimous)

22/19 To record declarations of interest in items on the agenda: None

22/20 To confirm the minutes of the meetings held on Monday 19 July 2021:

Resolved/Approved (Unanimous)

22/21 To discuss matters arising from previous minutes: None

22/22 To consider the ordinary vacancy following the parish elections (Thu02May19): NTR

22/23 To receive any matters raised by members of public:

The Parish Clerk would try to arrange log in details for additional administrators/moderators

22/24 To discuss, if necessary, long-standing matters:

- Saturday Social –

The next one would be postponed from Sat09Oct21to Sat04Dec21.

- CLASP – Update on consultation with village and future plans

Resolved – The Parish Council supports, in principle, the work done by CLASP and what scheme they are trying to achieve. Parish Council support, is not financial, at this stage

22/25 To discuss, if necessary, matter raised with/by:

- North Yorkshire County Council – NTR

- Ryedale District Council – NTR

- North Yorkshire Police – NTR

- Parish Liaison Meetings – NTR

22/26 To report and make relevant recommendations on new planning applications: None

22/27 To report any new correspondence received by the council: None

22/28 To receive matters raised by members: None

22/29 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

- Bookkeeping records for year ending 31 March 2022 to date
The spreadsheet had been circulated around Cllrs
- Financial Management:
 - To conduct internal control checks -
Cllrs conducted the checks and found everything in order
 - To discuss internal audit report for year ended 31 March 2021
The Parish Clerk continues to work through the report for discussion at a future meeting
- Matters raised with/by Yorkshire Local Councils Association – NTR
- Share Laptop Scheme
The Parish Clerk had emailed as follows:

Cllrs

On Friday 18th June 2021, the shared Parish Council laptop “crashed” and the hard drive is damaged beyond economical repair. Fortunately, files are saved to an Outlook account cloud, so can still be accessed.

I have purchased a HP laptop from Currys PC World at a cost of £549.00 and I would ask that Claxton & Sand Hutton Parish Council to pay one ninth of the cost, which is £61.00

The device would be used in my home office and would not travel away from that location.

If I left the Parish Councils employment within four years of the purchase, I would repay the monies (£61.00) on the sliding scale as follows:

Year ending 31 March 2022 Repay 100% of share

Year ending 31 March 2023 Repay 75% of share

Year ending 31 March 2024 Repay 50% of share

Year ending 31 March 2025 Repay 25% of share

Year ending 31 March 2026 onwards Repay 0% of share

On leaving the Parish Councils employment the user name and password to access the Outlook Account, to access emails and files, would be given to the current Chairperson, with a copy sent to Yorkshire Local Councils Association.

For your information, the previous laptop must have been bought in 2017/2018 and looking back in my notes, the agreement was as follows:

If she left the Parish Councils employment within four years of the purchase, she would repay the monies on the sliding scale as follow:

Year ending 31 March 2018 Repay 100% of share

Year ending 31 March 2019 Repay 75% of share

Year ending 31 March 2020 Repay 50% of share

Year ending 31 March 2021 Repay 25% of share

Year ending 31 March 2022 onwards Repay 0% of share

On leaving the Parish Councils employment the user name and password to access the Outlook Account, to access emails and files, would be given to the current Chairperson, with a copy sent to Yorkshire Local Councils Association.

Finally, the Parish Council does have the option to purchase their own laptop, which could be used at meetings. There is £836.06, which is ringfenced under Transparency Code, for this purpose.

This is for discussion at the next meeting.....

Resolved/Approved (Unanimous)

- Payment Approval – None

22/30 To discuss/confirm the dates of the future meetings as:

15Nov21, 17Jan22, 21Mar22, 16May22, 18Jul22, 19Sep22, 21Nov22