

Hirst Courtney and West Bank Parish Council.
Minutes of the Full Council Meeting.
Monday 26th March 2018 at 7.00pm
at The Sloop Inn.

Present:

Councillors: Cllr R. Wagstaff (Chair), Cllr I. Forbes (Vice-Chair), Cllr A. McGuigan, Cllr G. Burbidge, Cllr J. Barrett, Cllr C. Stephenson.

Proper Officer/Clerk: Mrs S. Rockliff

Members of the Public: none

1. Apologies for Absence:

Apologies for absence were received from Cllr D. Webster.

Resolved that the apology for absence be accepted.

2. Declarations of Interest:

There were no declarations of interest received.

3. Minutes of the Previous Meeting:

The minutes of the meeting held on the 26th February 2018 were considered.

Resolved that the minutes of the meeting be accepted as a correct record.

4. Questions from the Public

There were no questions from members of the public.

5. Selby District Councillor's Report

Cllr Jordan had not submitted a report for the meeting.

6. Clerk's Report for On-going Matters

6.1. Ringways have been asked for a valuation of the street lamps for the asset register and to identify the type of lamp bulb in each light as this may affect the estimate of how much electricity is being used.

6.2. The clerk asked the council about the defibrillator in the village telephone box. Cllr Stephenson said that he had the instruction manual and that it was registered with YAS. Cllr Stephenson said that he would conduct a check of the defibrillator.

6.3. The clerk asked if she could add information to the website including a list of councillors on the parish council. Cllr Forbes said that the new data audit tool provided by YALC showed that only councillors names be placed on the website, not contact details. The clerk agreed and said that this was what she intended to put on.

Resolved that the clerk's report be noted. The clerk to update the website

7. Correspondence Received

7.1. Email from SDC Area 7 asking to be notified of any events happening in the area over the next year so that if possible roadworks planned for the area could be avoided at that time.

7.2. Email from SDC regarding the Additional Sites Consultation. Circulated electronically to councillors.

7.3. Southern CEF Flyer for the next CEF meeting at Hensall Primary School on the 26th April at 6.30pm. Cllr Wagstaff agreed to attend.

7.4. NALC Chief Executive bulletin. Circulated electronically to councillors.

7.5. Selby Rural Area 2018. Flyer for mobile police officer visiting Carlton on the 7th April.

Resolved that the correspondence be noted.

8. Hirst Courtney Playground

Councillors considered two quotations for a post and rail fence across the end of the playground and the restoring of the adjacent fence. Quote 1, from Will McDermott Rural

Contractors, received 26th February: £719.75 + VAT = £863.70. Quote 2, from Adam's Grounds Maintenance, received 22nd March: £1,203.27.

Resolved that the quotation from Will McDermott Rural Contractors be accepted. The clerk to inform Mr McDermott and ask him to proceed with the job.

9. New General Data Protection Regulations (GDPR)

9.1. Councillors considered the GDPR toolkit provided by NALC. Cllr Barratt agreed to work with the clerk to ensure that the council was compliant with regulations.

9.2. Councillors considered the need for further training on the new GDPR and agreed that the clerk should attend the training provided by YALC. The cost to be shared equally with Carlton Parish Council.

Resolved that the new GDPR toolkit be noted. Clerk to cascade findings of the training to the council.

10. Street Lamps

Cllr Wagstaff reported that street lamp numbers 16 and 33 were not working.

Resolved that the clerk report the faults to Ringway.

11. Planning Matters

11.1. Notifications of Decisions:

11.1.1. Proposed erection of glasshouse on land adjacent to 28A West Bank.
Withdrawn

11.1.2. Proposed demolition of existing extensions and construction of two storey to rear at Green Garden Herbs and Plants. Permitted

11.1.3. Retrospective application for change of use for a shed to retail use, selling and supplying hydroponic equipment and for the erection of an attached building for storage, plant growing and office. Permitted.

Resolved that the decisions be noted.

11.2. Planning Applications:

11.2.1. Proposed erection of detached garages to side of house and a stable block building to rear of property at Hirst Courtney and Temple Hirst Primary School. A further consultation following the submission of amended plans. Councillors agreed that the amended plans for the garages were to be returned with no objections. Cllr McGuigan said that the proposed stable block building was still not within the village development line. Cllr Burbidge was concerned about the construction of the external walls as they appeared to be brick cavity. Councillors also queried the need for radiators in the building.

Resolved that the planning application be returned raising the above concerns of the council to the proposal.

12. Financial Matters:

12.1. Councillors considered the bank reconciliation to the date of the meeting.

Hirst Courtney PC Bank Reconciliation to Date of Meeting									
Step one		Step Two			Step Three			Step Four	
Bank Statement		Less Approved Payments Not Yet Presented			Add Received Income Not Yet Credited			Add Virements Not Yet Credited	
406									
Date	Closing Balance	Cheque No	PC Invoice No	Amount	Voucher No	PC Receipt No	Amount	Min Ref	Amount
10/03/2018	£6,066.95	101043	39	£46.00					
			Total:	£46.00		Total:	£0.00	Total:	£0.00
			Balance:	£6,020.95		Balance:	£6,020.95	Balance:	£6,020.95
Bank Reconciliation to Date of Meeting:				£6,020.95					

Resolved that the bank reconciliation be noted

12.2. Councillors considered the list of payments to be made

Hirst Courtney Parish Council Income Received and Payments to be Approved												
Reconciled Bank Balance at Meeting Date:	Income Received to be Noted				Debit Card Payments to be Approved				Invoices to be Approved			
26/03/2018	Date	PC Receipt No:	Details	Amount	Date	PC Invoice No:	Details	Amount	Date	PC Inv No:	Details	Amount
£6,020.95	20/03/2018	3	VAT 2015-16	£337.04					26/03/2018	40	YLCA Annual subs	£123.00
									01/03/2018	41	E-on, March	£215.76
									25/03/2018	42	Salary WAJF expenses	
									26/03/2018	43	WAJF	£15.12
									25/03/2018	44	Salary SR x2	
									26/03/2018	43 & 44	HMRC	£429.60
									26/03/2018	45	YLCA GDPR training	£22.50
			Total Income Received:	£337.04			Total Debit Card Payments:	£0.00			Total Invoices to be Approved:	£1,102.47
											Reconciled Bank Balance to Carry Forward:	£5,255.52



Resolved that the list of payments be approved. The clerk to write to the previous clerk.

13. Parish Matters

Cllr Wagstaff reported that the Annual Spring Clean had been a success and thanked those who had taken part. He said that SDC had not yet removed the bags of rubbish.

Resolved that the thanks be noted and the clerk to contact SDC regarding the bags.

14. Dates and Times of Meetings:

14.1. April Meeting of the Council: Monday 30th April, commencing after the Annual Meeting of the Parish

14.2. Annual Meeting of the Parish: Monday 30th April at 7.00pm

14.3. Annual Meeting of the Council: **Monday 21st May** at 7.00pm

The meeting closed at 8.11pm