

# Hirst Courtney & West Bank Parish Council

**Minutes of the Full Council Meeting.**  
**Monday 25<sup>th</sup> February 2019 at 7.00pm**  
**at The Sloop Inn.**

**Present:**

**Councillors:** Cllr I. Forbes (vice-chair), Cllr C. Stephenson, Cllr J. Barratt, Cllr D. Webster, Cllr G. Burbidge, Cllr A. McGuigan

**Proper Officer/Clerk:** Mrs S. Rockliff

**Members of the Public:** none

**111. Apologies for Absence**

Apologies for absence were received from Cllr R. Wagstaff.

**Resolved that the apology for absence be accepted. Cllr Forbes to Chair the meeting.**

**112. Declarations of Interest**

There were no disclosures of personal and prejudicial interests from councillors on matters to be considered at the meeting.

**113. Minutes of the Previous Meeting**

The Minutes of the Full council Meeting held on the 28<sup>th</sup> January 2019 were considered.

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

**114. Questions from the Public**

There were no questions from the public

**115. Clerk's Report for On-going Matters**

115.1. The foul smelling dike had been reported to Selby District Council (SDC) on the 7<sup>th</sup> February. Councillors reported that SDC, Yorkshire Water, Selby Area Internal Drainage Board and the Environment Agency had all been seen at the site.

115.2. A risk assessment was completed for the Annual Spring Clean on the 17<sup>th</sup> February and the insurance company informed of the event. Bin bags and equipment were provided and collected again by SDC. The event was a success.

115.3. The Notification of Funding Requirement Form was submitted to SDC.

115.4. The Unmetered Supply Certificate has not yet been issued by Northern Powergrid. The clerk has asked the electrical contractor to liaise directly with Northern Powergrid to establish exactly what information was needed.

115.5. Faulty street lamps have been reported to the contractor.

115.6. The Royal Oak had their planning appeal dismissed

115.7. Parish Council Elections are to be held on the 2<sup>nd</sup> May. The clerk gave each councillor present a copy of the Nomination Form and explained how they should complete them.

**Resolved that the clerk's report be noted. The clerk to contact SDC regarding progress with the dike and ask them to contact Cllr Forbes. Councillors to complete their nomination forms between the 3<sup>rd</sup> and 15<sup>th</sup> March 2019 and return them to the clerk for submission to SDC.**

Minutes Approved at the Full Meeting of the Council Held on the 25<sup>th</sup> March 2019. Agenda Item 122

Signed:

## Street Lamps

Street Lamp number 17 was reported as faulty.

**Resolved that the clerk would report the lamp to the contractor.**

## **116. Financial Matters**

116.1. Councillors received the Current Account 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	
417									
Date	Closing Balance	Cheque No	PC Invoice No	Amount	Voucher No	PC Receipt No	Amount	Min Ref	Amount
10/02/2019	£7,962.38	101084	33	£153.80					
		101085	34	£153.80					
		101086	35	£46.80					
		101088	37	£81.00					
			<b>Total:</b>	£435.40		<b>Total:</b>	£0.00	<b>Total:</b>	£0.00
			<b>Balance:</b>	£7,526.98		<b>Balance:</b>	£7,526.98	<b>Balance:</b>	£7,526.98
<b>Bank Reconciliation to Date of Meeting:</b>				<b>£7,526.98</b>					

116.2. Councillors considered the list of payments made or to be made:

116.3. Councillors considered the reconciled current account status once the payments have been 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			
25/02/2019	Date	PC Receipt No:	Details	Amount	Date	PC Invoice No:	Details	Amount	Date	PC Inv No:	Details	Amount
£7,526.98					16/02/2019	38	wilko, stationer y	£6.50	08/02/2019	38	Arc Sign	£144.00
									01/02/2019	39	e-on	£292.39
									25/02/2019	40	Clerk's salary Feb	
			<b>Total Income Received:</b>	£0.00			<b>Total Debit Card Payments:</b>	£6.50			<b>Total Invoices to be Approved:</b>	£590.19
												<b>Reconciled Bank Balance to Carry Forward:</b> £6,930.29

**Resolved that the Bank Reconciliation be noted. The list of payments made and to be made be approved.**

## **117. Parish Matters.**

No Parish Matters were received.

## **118. Date and Time of Next Meeting.**

Monday 25<sup>th</sup> March at 7.00pm.

**The Meeting closed at 7.41pm.**

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Signed: