

CHAIR: Councillor Julie Sadler
CLERK: Mrs Juvina Janik
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**MINUTES of HILLAM PARISH COUNCIL held Wednesday 3rd MAY 2017
At Monk Fryston and Hillam Community Centre at 7.30pm**

01. Present and apologies

Apologies were received from Councillor Little, Tuddenham and Wright. Councillors Sadler (Chair), Collinson, Mitchell and Robertson were present.

In attendance: J. Janik (Clerk), County Councillor Chris Pearson and Mr Sadler on behalf of Hillam and Monk Fryston Sports Association

02. Presentation by Sports Association regarding future development plans (15 mins) Q&A (15 mins)

Mr Sadler explained the project proposals put forward by Hillam and Monk Fryston Sports Association (HMFSAs), now a Not For Profit CIC. See Appendix 1 for the Project Brief which gives details of the project objectives, beneficiaries, proposed approach, expected timescales, necessary resources and funding, and also possible risks/issues that may occur.

HMFSAs are in the process of hiring a Project Co-ordinator who will assist with finding appropriate funding sources, setting up a website and implementing a network based tool that will assist in planning future events, arranging transport and improving accessibility for villagers. The project aims to encourage a wide range of sports to the facilities. Village consultations will be arranged to research what villagers want.

Councillors were impressed with the depth and detail of the plans to date and identifying the need to invest in a network that would publicise the facilities and ensure that people could access the facilities. It was agreed that the overall plan was certainly a good idea and of benefit to both Hillam and Monk Fryston.

Council raised concerns about the project getting 'out of hand' i.e. overdevelopment, underuse and not being able to raise enough income to financially support the facilities. Mr Sadler was aware this could be a problem and explained that Phase One will be carried out initially, which involves constructing the infrastructure such as allaying flooding issues, installing a power supply, access and parking. This will be followed by Phase Two which is to convert the current summer use building into a structure suitable for all year round use. Phase Three will be the website and networking tools. Then Phase Four, the creation of a Sports Barn (where the potential for overdevelopment lies), will be assessed at the time and the type of facility created will reflect the need.

The suggested timescale was 3 years but this would be largely dependent on the funding available and the planning process.

03. Declarations of Interest

None were declared.

04. To approve and sign the minutes for Parish Council Meeting 5th April 2017

Resolved: Minutes were accepted and signed as a true record by Councillor Sadler.

05. Finance Matters:

a) **Resolved:** The financial report and reconciliation for April was provided and accepted.

	<u>Cashbook</u> Opening Balances 31 MAR 2017:	Receipts	Payments	<u>CASHBOOK</u> Closing Balance at 30 APR 17	<u>BANK STATEMENT</u> Balance at 26 APR 17
Reserve Account	£ 5212.61	-	-	£ 5212.61	Not r'cd
Current Account	£8344.04	NONE	£678.03	£7666.01	£7666.01
Cash book reconciles with bank statement					

b) Agree and approve May payments

Resolved: It was noted that the record of payments had excluded the Premium Tax charged on the Insurance renewal from Came & Co. The total in the 'Total Cost' column should have been £749.02 (not £680.93). This was amended by hand on the signed document which will be kept in the finance file. See below for the updated and correct record of payments to be made in May.

Date	Cheque No	Payee	Details	TOTAL COST
3-May	575	Juvina Janik	Clerk Salary	£ 204.03
	576	Juvina Janik	Reimburse Postages	£ 11.71
	577	Julie Sadler	Reimburse Plaque for Time Capsule	£ 11.50
	588	Came & Co	Insurance Renewal as per 3 yr agreement (7 may 2017-18)	£ 749.02
TOTAL MAY SPEND				£ 976.26
TOTAL ANNUAL SPEND				£ 1,654.29

c) Patricia Birch and the clerk had met to discuss the issues raised by the external auditor regarding the differences between boxes 7 & 8 on the Annual Return. The differences are all now accounted for and had arisen during the switch from an Income/Expenditure accounting basis to a Receipts and Payments basis. Notes had been made and explanations given in an email to PKF to ask how they would like the Parish Council to go about rectifying the situation; restatement of the previous year's Annual Return or use the current year's Annual Return. PKF replied saying they could not advise on that due to keeping their impartiality. **Resolved:** It was agreed, as suggested by Patricia on hearing PKF response, that the clerk would complete a draft Annual Return and would meet again with Patricia to apply the amendments and explanations as necessary. The Accounting Statements will be ready for the next Parish Council meeting and will need to be sent to the external auditor before the deadline.

06. Time Capsule Event Update

The event was well attended and the ceremony went well. The hole had been dug by Cllr Robertson on the Sunday and the burial took place on Monday 1st May at 12pm. The capsule was placed into the hole by Henry Tuddenham, aged 9.

07. Village maintenance:

a) Street Lamps, update from Peter Ball – NYCC will only adopt full streets of lamps, not individual lamps.

Resolved: Aim to get all the parish owned lamps fixed to NYCC standards as soon as possible to enable the adoption. It was proposed by Cllr Sadler, and seconded by Cllr Robertson that the repairs would be paid from the Reserve Account.

b) Matters to report to the clerk:

- i. Street lamp No. 27, opposite West View is out, ongoing cabling issue
- ii. Betteras Hill Road – dangerous drop off the road into verge – **Resolved:**County Councillor Pearson to follow this up
- iii. Over growth from hedges and trees on Betteras Hill Road over the crossing (west of crossing) Right side belongs to the quarry. Clerk to write to the quarry. **Resolved:** Clerk to request a quote from S.G. Parkin landscapes for the left side.
- iv. A bench on Betteras Hill Road had been damaged – residents have repaired and painted it and cut the grass around it. **Resolved:** Thank you card to be sent by Cllr Sadler.
- v. Thank you card to be sent to the residents who have donated a decorative wheelbarrow planter for Rose Lea Court
- vi. Thank you card to be sent to the residents who have offered to supply plants for and plant up the troughs in the square

8. Planning:

a) NY/2017/0018/ENV – variation of conditions for approved plans at Kellingley Colliery land

Resolved: NO OBSERVATIONS

b) No notices of decision to give but a query regarding Austfield House, Hillam Common Lane was raised.

Resolved: Clerk to enquire.

County Councillor Pearson suggested a copy of the minutes showing the discussions that took place regarding Stonebridge Homes development be sent to SDC as evidence of consultation.

9. Confirm the date and time of the next Parish Council Meeting

Resolved: Next Ordinary Parish Council Meeting will be held Wednesday 7th June 2017, 7.30pm at Monk Fryston and Hillam Community Centre. It was also agreed that an appraisal for the clerk would be held in advance of the next meeting at 7pm.

10. Meeting closed 8.40pm

SIGNED: _____

DATE: _____