

CHAIR: Councillor Julie Sadler
CLERK: Mrs Juvina Janik
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**MINUTES of HILLAM PARISH COUNCIL held Wednesday 26th August 2020
ONLINE VIA ZOOM PLATFORM at 7.30pm**

01. Present and apologies

Councillors Sadler (Chair), Little, Lupton and Robertson were present.

The only apologies received were from Councillors Collinson and District Councillor Mackman, these were accepted. Also in attendance: J. Janik (Clerk)

02. Declarations of Interest

None declared.

03. The approval and signing of the minutes from Parish Council meetings held 5th August 2020

Resolved: All in favour of approval – Chair signed the minutes as a true record.

04. Update from Cllr Mackman

Cllr Mackman was not in attendance but sent the following update:

The appeal in respect of the Viner Station took place on Thursday the 18th August by way of remote meeting by Teams. An Inspector appointed by the Secretary of State conducted the appeal hearing. Apart from officers/ consultants/ barristers the only other attendees were Howard Ferguson and myself. We strongly objected to the application and raised numerous reasons why including the concerns raised by Hillam Parish Council. The decision now rests with the Planning Inspector as to whether planning permission is given.

05. Updates from Clerk

- Locality Budget approved: £1610 for path entrances on Betteras Hill Road. **Resolved:** Clerk to find out availability from Core Groundworks and contacts parties involved with producing signs.
- Joint Burial Committee – precept request received – drafted letter to ask for a motion to be carried. **Resolved:** Following the receipt of letter an Extra Ordinary meeting will be called to discuss the item.
- Clerk attended seminar on the NY plans for unitary council
- Lamp being repaired was no.10 Dower House a resident had reported it. Repairs reported by residents will get seen to by NYCC if under £60 + VAT and if only involves minor parts
- Ring Tree Grass will be cut every fortnight by S.G. Parkin Landscapes
- Purchase order for NYCC for grass cutting money received – needs to be submitted in September
- Steve Booth has caught up with work stopped during lockdown and will do phone box when weather forecast is dry – will still give a week's notice
- Anti-litter posters received. Resolved: Cllr Robertson will affix around the village
- Successful community right to bid nomination for The Cross Keys
- Internal audit – will pass finance folders to IM after this meetings cheques have been done

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06. To discuss process and actions for volunteers for the Community Speed Watch

Resolved: Clerk to request more police visibility. Lead resident to be given Community Speed Watch details and contact numbers for the other volunteers (with permission) to allow the group to take the lead and begin to plan the project.

07. To consider and approve a project for an application to the AJ1 Project Road Safety Fund

Resolved: Following NYCC refusal to give permission for any work on Austfield Lane, and the time constraints now faced, the PC will not be applying to the fund.

08. To discuss and agree action to be taken for the Ring Tree maintenance

HUW forestry have met councillors on site and proposed that the soil be dug out so the roots can be viewed and straightened out, and a mesh layer to be applied over the roots to stop the tree leaning, cost approx. £800-1000. Wykeham, who supplied and planted the tree originally, will be meeting councillors on site on Tuesday 1st September and has suggested possibly using guy ropes to stabilise the tree.

Resolved: Following the site meeting, should the cost of remedial action exceed £500 as previously approved, an Extra Ordinary meeting will need to be held to approve costs.

09. To discuss and agree action to be taken regarding Hillam Lights and Christmas event

A meeting for new volunteers will be held next week. **Resolved:** Cllr Sadler will give details to clerk to advertise around the village should anyone else wish to join. Clerk will contact the insurers regarding the possibilities of the event and at the meeting options can be discussed. It was agreed that the event in its previous form could not take place due to Covid-19 restrictions and social distancing measures.

10. To agree action on the footpaths improvement with Locality Budget approved

Resolved: As discussed in the clerk report, the work that the grant was given for is approved, clerk to contact Core Groundworks regarding timescales for the job and also contact the contacts involved in producing the signage quoted for to forewarn that once funds are received, the work will be ordered.

11. To consider and agree items for discussion by Hillam and Monk Fryston Liaison group

The tree at the flag pole has already been reported to NYCC by Monk Fryston PC. No other items were raised. **Resolved:** Hillam clerk will follow tree maintenance up with NYCC.

12. To receive information on the clerk's working hours schedule

For information – the clerk will now not be receiving work emails to her mobile phone and will deal with correspondence during working hours. This may affect how promptly you receive a response. In September a set schedule of 4hrs per week will be drafted to allow residents and councillors to know office hours.

13. Planning:

- a) No Applications received
- b) Notices of decision:
 - i) 2020/0574/HPA - 6 Hillam Hall View: First floor extension over existing footprint to form master bedroom with ensuite | Granted

14. Village Matters

- a) To consider quotes for the refurbishment of the Ring Tree bench, bench and noticeboards in the The Square – quotes not yet received. Clerk to contact Bill Holmes and also Steve Booth to quote.
- b) Matters to report to the clerk for action:
 - i. Path condition from Rose Lea Close to The Square; Clerk to report to NYCC
 - ii. Street Cleaning – Clerk to question 8 week schedule supposedly being carried out when there is evidence that it has been 10 weeks since the last clean and it only gets done when Councillor Robertson phones
 - iii. Overgrown conifer hedge opposite The Orchard, Betteras Hill Road; Clerk to report to NYCC

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- iv. Community Buildings Sustainability Project; Hillam PC is a 'referee' for the project and has sent a letter of support to the Project leader. A number of grants have been applied for including approximately £20k from the Postcode Lottery.
- v. Councillor Little hands notice of resignation to Chair. Clerk to follow process for advertising vacancy through Selby District Council. (Following the meeting, after Cllr Little's departure from the call, a leaving gift of £30 was agreed by the remaining councillors).

15. Monthly Finance Report:

- a) To receive clerk's financial summary for August NOT a reconciliation as bank statement not yet received (to be check in October meeting when all statements have been produced by Bank)

COMMUNITY ACC:			
CASHBOOK OPENING BALANCE: 25.07.2020	£ 17,560.53	NB: £1460.66 is ring-fenced grant for website and £500 is ring fenced for pump maintenance gifted by Hillam Historians.	
AUGUST 2020 RECEIPTS	£ -		
AUGUST 2020 PAYMENTS	£ 1,020.55		
CASHBOOK CLOSING BALANCE: 24.8.2020	£ 16,539.98	BANK STATEMENT BALANCE: 24.8.2020	
<i>Difference between Statement and Cashbook:</i>	-£ 16,539.98		
		Reconciled	£ -

RESERVE ACC CASHBOOK			
OPENING BALANCE: 25.07.2020	RECEIPTS	PAYMENTS	CLOSING BALANCE: 24.08.2020
£ 1,230.36	£ -	£ -	£ 1,230.36
BANK STATEMENT BALANCE: 24.8.20			

- b) To agree and approve invoices to be paid at this meeting 26th August 2020. Cheques to be signed by Chair, cheque book to be passed to another councillor for signing and then collected by Clerk. **Resolved:** Cheques were approved and will be signed by Cllr Sadler and Cllr Tuddenham or Councillor Collinson. Clerk to get a mandate to update signatories on the account.

	Payee	Details	TOTAL COST	VAT: To Redaim
757	JUVINA JANIK	Clerk Salary AUGUST 2020	£ -	
758	S G PARKIN LANDSCAPES	INV 2419 GRASS CUT ALL AREAS (5/8)	£ 185.00	
		TOTAL SEPT SPEND	£ 416.95	£ -
		TOTAL 2020-21 ANNUAL SPEND	£ 416.95	£ -

16. To consider whether delegation of powers to the clerk is to continue

Resolved: Delegation of the powers to the clerk will be removed and all procedures will return to original form from this point forwards.

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17. The date of the next Parish Council meeting will depend on Government Restrictions and situation regarding Covid-19. An agenda will be posted online and on the noticeboard 3 clear days in advance of any future meeting.

Resolved: The next parish council meeting will be 7th October, 7.30pm via ZOOM this will be assessed as necessary against the Covid-19 situation at the time. The clerk is to enquire with the Pavilion regarding hall hire and procedures. This option will be on the next agenda for discussion.

18. Meeting closed – 8.40pm

SIGNED: _____

DATE: _____