

CHAIR: Councillor Julie Sadler

CLERK: Mrs Juvina Janik

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**MINUTES of HILLAM PARISH COUNCIL Ordinary Meeting held Wednesday 6<sup>th</sup> February 2019  
At Hillam Cricket Pavillion at 7.30pm**

**01. Present and apologies**

Present: Parish Councillors Sadler (Chair), Collinson, Little, Lupton, Mitchell, Robertson and Tuddenham in attendance.

Attendees: Juvina Janik (Clerk), District Councillor John Mackman. Apologies: None

**02. Declarations of Interest**

None.

**03. To approve and sign the minutes for Parish Council Meeting 9<sup>th</sup> January 2019**

**Resolved:** The minutes were approved by council and signed by Councillor Sadler as a true record.

**04. Monthly Finance Report**

a) **Resolved:** Council approved the January 2019 financial summary and bank reconciliation

	<u>Cashbook</u> Opening Balances 25 DEC 18:	Receipts	Payments	<u>CASHBOOK</u> Closing Balance at 24 JAN 2019	<u>BANK</u> <u>STATEMENT</u> Balance at 24 JAN 2019
Reserve Account	£ 5223.92	-	-	£ 5223.92	£ 5223.92
Current Account	<b>£ 14,478.81</b>	<b>£279.23</b>	<b>£318.62</b>	<b>£ 14,439.42</b>	<b>£ 14,459.42</b>
<b>O/S chq: 663 MFHCA room hire £14,459.42 - £20 = £14,439.42      <i>Statement and cashbook reconcile.</i>  <b>NB: £800 is ring-fenced grant for street light replacements not yet invoiced by NYCC.  £1460.66 is ring-fenced grant for website and £500 is ring fenced for pump maintenance  gifted by Hillam Historians.</b> </b>					

b) Approve Payments to be made in FEBRUARY:

**Resolved:** The January payments were checked against invoices and cheques will be signed at meeting close.

Cheque No	Payee	Details	TOTAL COST	VAT: To Reclaim
667	Juvina Janik	Clerk Salary JAN 2018	£ 221.36	
668	Juvina Janik	2ND GRIT REIMBURSEMENT	£ 26.94	£ 4.49
		TOTAL DECEMBER SPEND	<b>£ 248.30</b>	<b>£ 4.49</b>
		TOTAL 2018-19 ANNUAL SPEND	£ 8,487.20	£ 291.39

c) Councillor Mitchell has audited 3 months of the year so far and completed 3 Internal Audit Forms. Issue regarding the 'statement dates' and the 'cashbook dates' not matching on the reconciliation in some places. **Resolved:** Clerk will review and double check these.

**05. To approve the replacement of LP 28 to NYCC adoptable standards, quote £1250 via NYCC**

Councillors discussed the street lights that are currently reported as not working. **Resolved:** It was agreed that LP 28 would be replaced fully to NYCC adoptable standards. LP4 at the top of Stocking Lane was also put forward for a full replacement given that this lamp will be very important to the increased number of users of Stocking Lane going forward. These replacements are to be paid for using the Reserve Account.

**06. Discuss concerns regarding Austfield Lane and actions to follow**

A number of letters have been received by Councillors regarding the Viner's development Traffic. They highlight the dangerous situation for pedestrians and cyclists on Austfield Lane and also the damage being done to the road. Parish Councillors agreed that a path would alleviate the danger to pedestrians given that more pedestrians are using the road to get to the new local family friendly businesses. **Resolved:** As a starting point, Cllr Sadler will coordinate a meeting with the local land owners about the land needed for a potential path to be installed.

The planning applications submitted by Viner's has been refused and SDC will be deciding which enforcements to put in place e.g. when the business must cease. The applicants then have 6 months to appeal the decision.

**07. Review of Policies, to approve any amendments**

Councillor Sadler reviewed the policies and no changes need to be made currently.

**08. Update on GDPR policy**

The clerk is working through the documents held and destroying items that do not need to be held anymore and following the guidance of the YLCA, using and adapting their exemplar GDPR policy documents.

**09. Review of Risk Assessments, to approve Snow Clearance policy and to approve any amendments**

**Resolved:** Hanover is to be informed of the following intentions of the PC regarding Snow at Manor Court: Volunteers coordinated by Hillam PC will clear 'Heavy Snow' from Manor Court paths (including to Manor Court properties), the Road way and Car Park area within Manor Court. Hillam PC request that Hanover provide several snow shovels to be stored on the premises.

Cllr Sadler is Snow Clearance Leader and Cllr Mitchell is deputy. Cllr Sadler will draw up a policy to this end for approval and collect the contact details of the volunteers to enable action when necessary.

**10. Planning**

a) 2019/0009/FUL Proposed erection of a detached house with attached garage, Land South of Hillam Common Lane. **Resolved:** NO OBSERVATIONS.

b) Notices of decision:

Permitted:

2018/1260/HPA – Proposed single storey side and rear extension above existing ground floor – Meadowside, Chapel St, Hillam

**11. Village Maintenance issues and actions to be implemented:**

i) Corrosion of upright posts on the 30mph signs on Betteras Hill Road

ii) Gold Lettering on Notice Boards has faded, moss inside the notice boards has been cleared. Linseed oil will be applied in summer to improve waterproofing of wood, must be dry first.

iii) Clerk to request S Parkin Landscapes re seed the Ring Tree grass and quote for regular weeding and tidying of the area.

iv) Cllr Lupton has taken photos of the deterioration of the paths around the village, will send to clerk for NYCC Highways. Bedfords Fold to The Square is the worst area.

- v) Clerk to request house on Main Road coming into Hillam cuts back its hedges as they are infringing on the path making it difficult for pedestrians.
- vi) Clerk to follow up Yorkshire Water payment and project for this to go towards is to be decided, March Agenda.
- vii) Possible additional Dog Waste Bin to be installed; discuss March.
- viii) Thank Yous to go to those who look after The Square and litter-pickers.
- ix) Report of Dog Fouling taken on by Dog Warden Mr Armstrong at SDC. A warning has been issued and the owner will be prosecuted next time.
- x) A meeting took place at the Crown in Monk Fryston regarding traffic speeds through the village. Volunteers have agreed to follow up to request a crossing.

**12. To discuss and approve use of Hillam Cricket Pavillion as a meeting venue going forward**

For a block booking the rate is £10p/h. £12 otherwise. Main benefit is that it is based in Hillam Village.

**Resolved:** Clerk to block book 6 months of meetings, March-Aug, as a trial period. Clerk to cancel with MFHCC based on the fact that the Pavillion is in Hillam Village.

**13. Meeting closed – 8.55 PM**

SIGNED: \_\_\_\_\_

DATE: \_\_\_\_\_