

CHAIR: Councillor Julie Sadler  
CLERK: Mrs Juvina Janik  
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**MINUTES of HILLAM PARISH COUNCIL MEETING**  
**Monday 5<sup>th</sup> July 2021 held at**  
**Monk Fryston and Hillam Community Centre**

**1. Present and apologies**

Councillors Sadler (Chair), Mitchell, O'Connell, Robertson and Tuddenham were in attendance. District Councillor John Mackman was also in attendance. Apologies were received from Councillor Lupton.

**2. Declarations of Interest**

Councillor Mackman declared a non-Pecuniary interest as a Member of Selby District Council Planning Committee.

**3. To approve and sign the minutes for Hillam Parish Council Meetings 7<sup>th</sup> and 26<sup>th</sup> June 2021**

The minutes for both meetings were approved by Council and signed by the Chair.

**4. Clerk updates including ongoing village issues**

- Councillor Lupton has submitted her resignation due to personal reasons
- Broken bridge reported on path from Betteras Hill Road through to the Brickpond woods. A visit has been made but handrails have not been replaced. **Action:** Clerk to follow up and request the handrails are reinstated.
- Photos of Betteras Hill Road Potholes now received and clerk will report along with Austfield Road potholes
- Extra ordinary meeting went ahead: NYCC selected as energy supplier, NYCC and Npower informed and switch is underway.
- Insurance renewal done.
- AGAR formally approved by council, published and internal auditor has completed review
- Noise complaints from residents re Cross Keys
- Stocking Lane anti-social behaviour reports
- June community centre hire invoice received
- Joint Burial Committee Precept request received: £1076.13 (payable to Monk Fryston Parish Council)

**5. County, District and Parish Councillor updates on issues not on the agenda**

District Councillor Mackman

- Decision on the Local Government reorganisation proposals should be received by 22nd July
- Preferred Options Consultation Draft is on course for public scrutiny early 2022
- Planning applications received for Pavement Artwork through Selby and Tadcaster encouraging residents to shop local and thanking the NHS for efforts during the pandemic
- Sweeping visits to licensed premises to ensure Covid-19 restrictions are still being adhered to

Cllr Tuddenham – Joint Burial Committee

- Joint Burial Committee conducted a review of cemetery maintenance; identified trees to be felled, pruning and replanting to take place and also repainting of the railings.
- Next meeting Tuesday 6<sup>th</sup> July

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- Old Burial Board Bank Account closed down, new arrangements are being set up – Monk Fryston Parish Council is holding funds in the meantime.

Cllr Robertson - Monk Fryston and Hillam Community Association

- Some play equipment in the field has been taken down for safety reasons
- Solar panels effective so far and are currently also producing enough energy to supply some homes too
- On board with the Carbon Neutral initiative within the village

#### **6. Receive updates regarding the Yorkshire Green and village Sustainability Projects, approve co-option of members on to the planning committee to track progress of these projects**

Another new application made at land south of Electricity substation, Rawfield Lane, Fairburn. Plans will impact Hillam residents and the surrounding area. **Action:** Clerk to chase up regarding notifications of the Yorkshire Green scheme applications. **Resolved:** Steve Sadler to be co-opted onto the Planning Sub Committee with a view to focus on the Yorkshire Green project and also the village Sustainable Community Buildings initiative.

#### **7. Discuss the Safer Streets Fund in relation to the benefit for Hillam, decide on any action necessary**

Cllrs Sadler and O'Connell attended online seminar. Overall impression was that the fund could be very helpful to many people, but the people need to know it exists. **Resolved:** Information to go on the front of the Hillam News to ensure people are aware of the scheme and reassure them it is genuine. Similar information to go out via Facebook and the website, encouraging people to apply before the deadline.

#### **8. To discuss quotes and approve purchase of a new laptop for the clerk using Transparency Fund grant**

There is £1127.89 left of the transparency fund. Clerk had only one quote of £379+VAT, Councillors will look into a better quality option which will offer a seamless transition from current hardware. **Action:** Research to continue.

#### **9. Village Maintenance:**

- a) Discuss options for making woodland on Betteras Hill Road more accessible and usable  
Clearance of pathways was agreed to be a good idea, quotes for the job to be collected. One from HUW Forestry already received. If funding can be secured from the locality budget, PC will look to consult the public.
- b) Discuss quotes for Ring Tree maintenance; annual assessment and upkeep of correction equipment.  
Only one quote received; HUW Forestry for 3 visits per annum and the adjustments to the strapping as necessary for £180. **Resolved:** quote to be accepted on the basis that a written report is received on the condition of the tree at each assessment.  
POST-MEETING NOTE: Venerable Tree Care quoted £425.00 for bi-annual assessment and brief email report.
- c) Review Street Cleaning schedule expectations  
**Resolved:** The PC agreed to continue to monitor the situation with regards to the street cleaning schedule.

#### **10. Finance**

- a) To receive independent internal auditor report  
Clerk read the report and the report will be emailed to Councillors. The Auditor notes a review of the Financial Risk Assessments needs to be carried out. There were no issues to report. The PC were commended for good practice.
- b) To receive financial summary for June and approve the reconciliations  
**Resolved:** Council approved the reconciliations and the Chair signed the document

|   |             |   |             |        |
|---|-------------|---|-------------|--------|
| <b>COMMUNITY ACC:</b>                             |             | NB: £1127.89 is ring-fenced grant for website and £500 is ring fenced for pump maintenance gifted by Hillam Historians. £7000 OF THE INCREASED ANNUAL PRECEPT TOTAL IS RINGFENCED TO COVER COSTS ASSOCIATED WITH PLANNING CONSULTANTS; ANY UNUSED |             |        |
| <b>CASHBOOK OPENING BALANCE: 25.5.21</b>          | £ 26,237.10 |   |             |        |
| JUNE RECEIPTS                                     | £ -         |   |             |        |
| JUNE PAYMENTS                                     | £ 3,685.00  |   |             |        |
| <b>CASHBOOK CLOSING BALANCE: 24.6.21</b>          | £ 22,552.10 | <b>BANK STATEMENT BALANCE : 24.5.21</b>   | £ 22,891.32 | CHQ NO |
| <i>Difference between Statement and Cashbook:</i> | £ 339.22    | WOODCUTTER CREATIONS  | £ 290.00    | 800    |
|   |             | J. SADLER   | £ 8.00      | 804    |
|   |             | S. MCWHIRTER  | £ 41.22     | 805    |
|   |             |   |             |        |
|   |             | TOTAL O/S   | £ 339.22    |        |

| <b>RESERVE ACC CASHBOOK</b>       |          |          |                                    |
|-----------------------------------|----------|----------|------------------------------------|
| <b>OPENING BALANCE: 25.5.2021</b> | RECEIPTS | PAYMENTS | <b>CLOSING BALANCE: 24.06.2021</b> |
| £ 1,230.59                        | £ 0.03   | £ -      | £ 1,230.62                         |
| BANK STATEMENT: 24.6.2021         |          |          | £ 1,230.62                         |

- c) To approve payment @ £10.44 per hour x 3 hours for G. Woolley for administration services in the absence of the clerk. **Resolved:** All in favour – motion carried.
- d) To approve July payments  
Items were checked against the invoices. **Resolved:** All items were approved including the additional cheque for the precept request from the Joint Burial Committee (to be paid to Monk Fryston Parish Council in this instance due to the Joint Burial Committee bank accounts still being processed) and the cheque to the MFHCA for the use of the Community Centre in June.

|     | Payee           | Details                          | TOTAL COST  | VAT: To Reclaim |
|-----|-----------------|----------------------------------|-------------|-----------------|
| 806 | JJANIK          | JUNE SALARY                      | £ 240.21    |                 |
| 807 | HMRC            | Q1 TAX                           | £ 5.00      |                 |
| 808 | G.WOOLLEY       | ADMIN COVER                      | £ 31.32     |                 |
| 809 | S.G.PARKIN      | INV 2576 & 2581 GRASSCUTTING X 2 | £ 370.00    |                 |
| 810 | A. BOSMANS      | INDEPENDENT INTERNAL AUDIT 2021  | £ 50.00     |                 |
| 811 | MONK FRYSTON PC | BURIAL BOARD PRECEPT 21-22       | £ 1,076.13  |                 |
| 812 | MFHCA           | HALL HIRE JUNE INV 21019         | £ 20.00     |                 |
|     |                 | TOTAL JULY SPEND                 | £ 1,792.66  | £ -             |
|     |                 | TOTAL 2021-22 ANNUAL SPEND       | £ 10,783.16 | £ 803.42        |

## **11. Planning:**

- a) Receive updates re ongoing applications
- Activity at field on Pig Hill Nook lane being monitored by SDC
  - Honey Pot Field site visit took place but occupants did not turn up – the application for a second storage barn was refused at the Planning Committee Meeting

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- Ten Acres planning application has not yet been brought to the SDC Planning Committee meetings
  - Unauthorised encampment on Hillam Lane was refused planning permission for Change Of Use from agricultural land to a travellers site at Planning Committee meeting
  - Enforcement around the area is ongoing
- b) 2021/0776/HPA | 27 Hillside Close | Demolition of existing garage and conservatory and construction of two storey side extension, two storey rear extension and single storey rear extension. **Resolved:** No observations.
- c) Notices of Decision:  
2020/0417/HPA - Hillam Hall, Chapel Street – Granted

**12. To discuss projects that could apply for funding from the NYCC Locality Budget or SDC Community Fund**

Resolved: It was agreed the woodland path clearance at Betteras Hill Road would be the focus of this application, but may be next year depending on quotes received.

**13. To confirm the date of the next ordinary Parish Council meeting, dependent on location availability and Covid-19 Regulations**

Resolved: The next meeting will be held in the Newton Room, Monk Fryston and Hillam Community Centre on 2<sup>nd</sup> August 2021 at 7.30pm.

**14. Meeting close – 20.44**

POST-MEETING NOTE: Councillor Sadler resigned after the meeting due to personal reasons. The next meeting will begin with the election of a new chair.

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

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