

CHAIR: Councillor Julie Sadler
 CLERK: Mrs Juvina Janik
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**MINUTES of HILLAM PARISH COUNCIL held Wednesday 13th July 2016
 At Manor Court Communal Lounge, Hillam at 7.30pm**

01. Present and apologies

Councillors Sadler (Chair), Little, Tuddenham and Wright were present. Council is quorate.
 In attendance: Juvina Janik (Clerk).
 Apologies received from Councillors Collinson, Mitchell and Robertson.

02. To approve and sign the minutes for Parish Council Meeting 1st June and 15th June 2016

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

03. Declarations of Interest

None declared.

04. To agree to sign the contract to Adopt a Kiosk from BT

Resolved: Contract was signed, cheque to be enclosed and posted as appropriate.

05. To discuss the YLCA training courses available for any councillors wishing to attend

Resolved: Purchase of 2 hard copies of The Good Councillor Guide for reference and clerk to circulate the YLCA course opportunities, as they become available, for any councillors interested.

06. To decide, if any, representatives attending YLCA AGM on 16th July

Resolved: No representatives available

07. Monthly financial report:

a) **Resolved:** The financial statements from June were presented, accepted and signed for internal controls.

<u>Bank Reconciliation</u>	Cashbook Opening Balances 31 st MAY 2016:	Income	Expenditure	Cashbook Closing Balance at 30th JUNE 2016	Bank Statement Balance at 24 th JUNE 2016
Reserve Account	£ 5210.66	-	-	5210.66	5210.66
Current Account	£12,058.40	£ 1275.00	£ 1238.18	12,095.22	£11995.22
Difference due to: Statement does not include a donation of £100 as statement date is 24 th June, and cheque was deposited after this.					

b) **Resolved:** The written cheques were checked against the invoices received and approved to be signed at the end of the meeting.

c) **Resolved:** Internal Controls have been undertaken and accounts accepted. In anticipation of his absence from the meeting, Cllr Mitchell informed the clerk via email that he had crosschecked the invoices with the minutes and the actual payments made. It is all clear and concise.

d) It was previously agreed to pay the clerk in line with the recently increased NJC recommended salary for the year 2016-17. **For the record** it was noted that the salary for the year will be £2392.16, to be backdated to April 2016.

e) A donation of **£41.50 is received** from the community group The Pub is the Hub towards the Ring Tree works, clerk to issue a receipt.

08. To agree on a clear strategy for dealing with footpath clearance in the future

Resolved: Undergrowth on Public Footpaths is the responsibility of NYCC Public Rights of Way team and issues will be reported as such. The council agreed that supplementary cuts may take place, if necessary, in between NYCC cuts.

Resolved: Hedgerows are the responsibility of landowners and any issues with Hedgerows on Public Footpaths will be reported to NYCC Public Rights of Way for them to take the necessary action.

Resolved: To find out which landowners may need to be contacted so the parish council can remind them well in advance to have their hedgerows cut back before March and when birds start nesting. Cllr Sadler to compile a comprehensive list of paths to be monitored.

09. To agree on a Tree type to be planted and discuss quotes from the tree providers

The tree that won the village vote is a Whitebeam.

INTERNET/VOTES HANDED TO JJ	6	3	5
Pub votes	24	34	25
Total votes	30	37	30

Deepdale Trees offered a 30-35cm girth Sorbus Aria Magnifica (WhiteBeam) for £395 + VAT, plus delivery but not removal/planting is £495+VAT. Clerk awaiting further quotes

Resolved: To seek further quotes for tree of 20cm diameter if possible, and have planting included in the quote, from Priory Roses and Wykeham. Clerk to follow up turfing quotes.

10. Update from external meetings

Councillors have attended the following meetings: Selby District Council Planning Service Review, Monk Fryston Education Foundation, Village Plan for Monk Fryston and Hillam and the Joint Burial Board for Monk Fryston, Hillam and Burton Salmon. A list of updates from the meetings attended by Councillor Sadler was circulated before the meeting, matters arising were as follows:

- SDC Planning Review: The council feel that the fact that a Neighbourhood Plan should carry more weight than a Village design statement (which Hillam is currently in the process of conducting) is not satisfactory. It means that public involvement is prohibited by constraints that the Planning department put on the process. It is not financially viable for small villages to produce a Neighbourhood plan, hence a Village Design Statement being produced instead. ~~Mr Crabtree who is conducting the review is to be informed of the parish council's view.~~
- MF Education Foundation: The foundation have sent a request that anyone under the age of 25 from the area who would benefit substantially from a grant towards the costs of training and education should send their requests to the foundation explaining their reasons for applying.
- The Village Design Statement/Plan will be available to view and open for residents to identify their preferences at a number of group/community gatherings. The parish council will be presented with responses to take action where appropriate.

11. Trustees for the Community Centre

Resolved: Council approve Cllr Robertson's request to become a trustee for the community centre. Cllr Robertson is to declare an interest as appropriate at parish council meetings. Clerk to review the terms of the Hillam Parish Council trusteeship to MFHCC previously agreed.

12. To discuss way of acknowledging the efforts of the community with regards to appearance of the village

Resolved: Certificates not personal enough. Research to be done into handwritten calligraphy with personalised letter signed by chair. Cllrs Little and Tuddenham to ask their possible contacts.

13. Planning Applications to be considered:

- a) 2016/0749/HPA – Proposed single storey rear extension following removal of conservatory to form open plan kitchen, dining room and family room – 6 Hillam Hall View. **NO OBSERVATIONS**
- b) 2016/0733/LBC – Listed Building Consent for a new opening in internal masonry wall and replacement of existing garage door with glazed timber window/screen – Wesley House, 2A Water Lane, Monk Fryston
THIS WAS PASSED OVER TO MONK FRYSTON CLERK AS IT WAS SENT IN ERROR TO HILLAM PC.
- c) Notices of Decision to report. NOTHING TO REPORT.
- d) Clerk to clarify if permission was required/received for Hillside Close work currently taking place.

16. Village Maintenance – matters to report to the clerk

- a) Speeding – **Resolved:** to look into homemade signs to go on private property. Cllr Sadler to enquire about possible volunteers.
- b) Dirty road signs and speed limit signs – **Resolved:** to enquire whether the residents who wanted to help improve the appearance of the village want to 'adopt' a sign to keep clean.
- c) Improvements to the entrances to the village – **Resolved:** this matter will be looked into for the future.

17. Confirm date of Next Parish Council Meeting

Resolved: the next ordinary parish council meeting will be held on Wednesday 3rd August 2016, 7.30pm at Manor Court.

18. Meeting closed 9.16pm

SIGNED: _____ DATE: _____