

CHAIR: Councillor Julie Sadler
 CLERK: Mrs Juvina Janik
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**MINUTES of HILLAM PARISH COUNCIL held Wednesday 7th December 2016
 At Manor Court Communal Lounge, Hillam at 7.30pm**

01. Present and apologies

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

02. To approve and sign the minutes for Parish Council Meeting 2nd November 2016

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

03. Declarations of Interest

None declared.

04. Finance Matters:

a) Resolved: The financial statements from NOVEMBER were presented, accepted and signed for internal controls. It was also requested that the Clerk contact YLCA regarding the £715 discrepancy form year 2013/14 that the auditors want information on. The bank reconciliation is as follows:

	<u>Cashbook</u> Opening Balances 26 TH OCT 2016:	Receipts	Payments	<u>CASHBOOK</u> Closing Balance at 30 NOV 2016	<u>BANK</u> <u>STATEMENT</u> Balance at 25 NOV 2016
Reserve Account	£ 5211.31	£0.65	NONE	5211.96	5211.96
Current Account	£16,078.16	£589.34	£2999.00	£13668.50	13,348.50
+ £30 Cheque 541 still not presented (£13698.50) - £350 NYCC deposit not taken into account on statement as too late (£13348.50) Cashbook reflects the Bank Statement					

- b) Resolved: Payments were checked against invoices and approved to be signed at the end of the meeting
- c) Cllr Sadler confirmed that Hillam Parish Council had set up a Government Gateway to provide a pension to employees should it be requested. Clerk confirms she declines the offer of the pension scheme.
- d) Budget setting paperwork was distributed along with a review of the accounts and spends so far this year. Options regarding the precept demand were explained and will be discussed and finalised at the January meeting.

05. Defibrillator Updates:

a) Donation request from Community Heartbeat Trust has been received regarding the supply of the equipment which has been ordered. £350.00 received towards the Defibrillator from Heartsparks, Monk Fryston, Hillam and Burton Salmon Defibrillator Group. Bert’s Barrow will be making a donation towards the Defibrillator.

DRAFT

Opening/Raising Awareness event is to be arranged; focus group consists of Cllrs Sadler, Collinson and Little. To be arranged: fitting date and potential date for event, volunteers for the weekly equipment check to be sought, local Guides group to be offered the opportunity to use equipment for training purposes/working towards a community badge.

06. Time Capsule:

Cllr Tuddenham absent therefore no update from school. Resolved: Photobook to be created and printed for the Time Capsule by Cllr Sadler using the photos from the planting and the opening night. £20 spend approved. Further event planning necessary. Register from the opening night and hard copy photos were handed to clerk to put them in the Time Capsule.

07. Ring Tree

- a) Cllr Wright has planted under the Ring Tree at a cost of £18 which was approved for reimbursement. Whilst carrying out the work it was noticed that the underground cabling was not armoured. Resolved: To contact the contractor to see if this was a problem, lights are very low voltage but should the cables be armoured and if so how can this be done retrospectively.
- b) Cllr Sadler will arrange to have the old and new plaques fitted to the bench.

08. Village Maintenance:

- a) A number of updates from NYCC and Highways were reported to the meeting by the clerk
- b) Update on path maintenance around Rose Lea Close was reported. **Resolved:** Clerk to request quote from S G Landscapes for clearing the moss on the path. Cllr Wright will review the other locations that may need dropped kerbs with a view to possibly preparing a scheme to have them all installed by NYCC Highways.
- c) Matters to report to the clerk:
 - i) Footpath around brick pond will need cutting in June. **Resolved:** Clerk to request in advance to ensure it does not get over grown.
 - ii) Overgrown path from Hillam Lane through past bungalow to Blue Bell Wood.
 - iii) Streetlights out No. 17 and No. 33
 - iv) CEF noticeboard not required, but CEF welcome to use the existing community noticeboard
 - v) CEF fly-tipping signs on offer. Resolved: List to be collated of possible places that require a sign.
 - vi) Reports of more dog waste bags being dumped. Resolved: Cllr Sadler to inform Hillam News/Tony Hudson/David Atkinson and ask the residents for their ideas on how to eliminate the problem.
 - vii) Thank you cards are to be sent to the Volunteers who planted the Christmas trees at the Village entrances
 - viii) Community Centre has been soundproofed, proposed to try holding the meeting back at the community centre with a view to moving back permanently. Resolved: Clerk to contact secretary to discuss options.

09. Confirm date of Next Parish Council Meeting

Resolved: the next ordinary parish council meeting will be held on Wednesday 4th January 2017, 7.30pm - Location to be confirmed.

10. Meeting closed 9.30pm

SIGNED: _____

DATE: _____