

CHAIR: Councillor Julie Sadler
CLERK: Mrs Juvina Janik
43 Chapel Street, Hambleton, Selby YO8 9JG
TELEPHONE: 01757 229885
EMAIL: hillampcclerk@gmail.com

**DRAFT MINUTES of HILLAM PARISH COUNCIL meeting held Wednesday 6th April 2016
At Monk Fryston and Hillam Community Centre 7.30pm**

01. Present

Councillors Sadler (Chair), Collinson (Vice Chair), Little, Mitchell, Robertson and Wright were present.
No apologies were received.

In attendance: Juvina Janik (Clerk), Karen Merry and Mick Merry (Hillam Ring Tree Committee) and Malcolm Leach.

13. Ringtree

It was agreed to discuss the Ring Tree matters first as there were a number of interested parties. Malcolm noted that soil depth may be an issue for replanting as they had problems with rock when the current tree was planted. It was agreed that planting would not take place until October so as to give the tree the best start once planted, this time would be used to research further and finalise a decision on the type of tree to be planted. It was resolved to narrow the choice down to Wild Cherry, Mountain Ash or Sorbus and allow the public to have their say by way of voting through the website and possibly The Cross Keys pub if permission is given. Removal of the tree will go ahead in early May, the final dates depending on the availability of those involved.

a) To agree contractor to dismantle bench.

From the quotes received it was proposed and seconded to appoint Steve Booth to dismantle and restore the bench. Accepting Mr Smales' offer of transport and storage until it is reinstated.

b) To agree contractor to disconnect and make safe electrics. From the quotes received it was resolved to appoint CSR to disconnect and make safe the electrics. The recommendation from Lupton Electrical and Plumbing regarding an underground junction box for safety will be given serious consideration and further research into this will take place. Clerk to ask JJElectrical and CSR to quote for this work.

c) To decide on the type of tree to be replanted and funding for this.

Offers of donation and sponsorship to the clerk were presented to the council and a number of other councillors had had similar offers. It was resolved to set up a JustGiving page to give any resident wanting to donate the platform to do so and be acknowledged. Those not wanting to use the internet can send cheques to the clerk if they so wish. It was agreed that the tree belongs to the whole community and the more people who can have a hand in replanting the new tree, the better.

d) To agree the details of the new plaque.

This decision has been postponed until further information about the tree is known.

Clerk to coordinate the contractors for removal of the bench, lights and tree and set up a poll on the website. Chair to arrange storage of the bench.

02. Minutes of meeting Wednesday 2nd March 2016

The minutes of the meeting 2nd March 2016 were agreed and signed as a true record.

03. Declaration of Interest

No declarations made.

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04. To formally appoint the subcommittee members for matters on:

- a) Street lighting – Councillors Collinson, Sadler and Wright appointed
- b) Ringtree – Councillor Little appointed
- c) Tour de Yorkshire – Councillor Mitchell appointed

Clerk will forward the Subcommittee Terms of Reference documents to the appropriate council members for reference.

05. To agree the adoption of the updated policies and standing orders

Councillor Sadler highlighted to councillors all amendments that had been made to policies and standing orders. Councillor Little proposed to accept and approve the changes and Councillor Wright seconded the motion. It was resolved to accept the updated policies and standing orders.

06. Monthly Financial Report

Hillam Parish Council		MARCH 2016 CASH BOOK					
						As of FEBRUARY Bank Statement	£6,919.44
EXPENDITURE							
Cheques issued February:		REASON:	Amount	Plus Vat	Total		
02/03/2016	505 J JANIK	CLERK SALARY	£ 226.21		£ 226.21	£6,693.23	
02/03/2016	506 HMRC	CLERK SALARY TAX	£ 54.00		£ 54.00	£6,639.23	
02/03/2016	507 MFHCA	Meeting Room Hire Dec & Jan	£ 40.00		£ 40.00	£6,599.23	
MARCH Expenditure						£320.21	£6,599.23
VAT to claim back				£0.00			
INCOME							
15/03/2016	CSR ELECTRICAL	REPAYMENT AS ARRANGED			£100.00	£6,699.23	
18/03/2016	HMRC	VAT RECLAIM 2013-14 REMITTANCE			£169.32	£6,868.55	
							£6,868.55
Reconciliation with BARCLAYS BANK STATEMENT 24 MARCH 2016						£6,908.55	
£6908.55-£6868.55= £40 difference due to MFHCA cheque not yet presented							
Cheques to be agreed/issued APRIL 16:							inc VAT of
	508 J JANIK	CLERK SALARY	£ 160.56				
	509 HMRC	CLERK TAX	£ 37.40				
	510 J JANIK	EXPENSES AS DETAILED	£ 132.45	£ 20.36			
	YLCA	MEMBERSHIP RENEWAL AGENDA ITEM 8	£ 278.00				
Total APRIL spend			£ 608.41				FORECAST BALANCE FOR APRIL
							£6,260.14

- a) All councillors had a copy of the report and it was approved.
- b) April payments were checked against invoices, approved and will be signed at the end of the meeting
- c) Clerk read out the Annual Governance Statement. Councillors agreed with all statements and Councillor Sadler signed the document as Chair. Clerk will complete section 2 ready to be signed in May and then forwarded to the internal auditor, Malcolm Walton as previously agreed.

07. To discuss Came&Co insurance renewal

Since this item was put on the agenda it has been confirmed that the council have signed up to a 3 year contract with Came & Co, this being year 2, therefore no discussion over the renewal needs to take place.

08. To discuss and agree YLCA membership renewal

It was resolved to renew the membership with Yorkshire Local Councils Association professional body.

09. To agree if councillor Mitchell can organise children's bicycle ride around the village for the Tour de Yorkshire under Parish Council Insurance

As leader of the Tour de Yorkshire subcommittee, Cllr Mitchell would like to organise a village bicycle ride for various age groups as part of the celebrations on 30th April. The council agreed to adopt the bicycle ride as a Parish Council event, provided the necessary Risk Assessments were undertaken and action taken to make the event as safe as is possible. Cllr Mitchell has applied for a partial road closure for safety along the toddler route and Marshalls will be posted along all category routes. Bicycle and equipment checks will be carried out before people can take part and all those taking part must be wearing a cycling helmet. It was resolved to support the bicycle ride as a Parish Council event.

10. To agree funding for flowers to plant in tubs around Hillam Village for the Tour de Yorkshire

Cllr Little proposed and Cllr Collinson seconded the motion to spend approximately £50 on blue and yellow bedding plants and 3 planters for the outskirts of the village, the pump and the Ring Tree to decorate the village for the Tour de Yorkshire.

11. To discuss and agreed any action on assistance requested by HMF Pinafores who are making bunting to decorate Hillam and Monk Fryston

The council have been informed that this issue has been resolved since the item was put on the agenda.

12. Defibrillator update and invitation to Burton Salmon Seminar 23rd April 2016

CEF Application has been submitted, there has been no response as yet. Clerk to contact Martin Fagan who was to submit a formal quote. Cllr Sadler and Collinson volunteer to attend the Defibrillator Seminar at Burton Salmon.

13. This item was discussed at the beginning of the meeting due to a number of interested parties being in attendance.

14. To review and make observations on planning applications received:

a) 2016/0133/HPA – Rose Lea Cottage, The Square – proposed demolition of existing double garage and replacement with two storey side extension, two storey rear extension, new single garage and enlarged front porch.

Observations: A two storey extension will severely affect the amount of light at least one other property will get, reducing quality of life. It is possibly overdevelopment of a site and could have a negative impact on the surrounding neighbourhood.

b) 2016/0230/HPA – Trent Garth, Betteras Hill Road – proposed demolition of existing garage and side extension and erection of new side extension and porch. *Observations: None.*

15. Suggestions for MFPC liason meeting

The meeting will be held on 12th May at the Cross Keys pub in Hillam. Possible topics for discussion suggested:

- Planters at the top of Mill Close to be tidied up in a possible joint development project with Monk Fryston Parish Council to improve the appearance.
- Encouraging cleaning up after your dog
- Website contributions
- Update on Red Row development planning application

16. Village maintenance

a) Dog foul waste bags on Betteras Hill Lane – this issue has been assessed by the local dog warden and it was decided a more prominent sign should be erected. Clerk to contact SDC for information on signs and a post.

b) Rubbish on Austfield Lane – it became clear that this rubbish was a result of the dykes being dredged rather than fly-tipping. It was resolved to see if it is cleared away in the next month and if not, to look at possible action.

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- c) Bus Service to Sherburn to be stopped – due to the contract of the current service provider ending and the new service provider not being able to start until over 2 weeks later, there will be a period of no service. Cllr Sadler to contact NYCC to see if this can be resolved.
- d) Edges of Betteras Hill Road fill with water and become dangerous because drivers are unable to see where the road ends. Clerk to contact Highways.
- e) Hedges on Betteras Hill Road to be cut back. Cllr Sadler to contact the field owners.
- f) Speed on Betteras Hill Road – a request for a speed monitoring
- g) Speeding on Austfield Road – it was suggested that homemade banners in peoples gardens may draw the necessary attention more efficiently

17. Discuss the potential change of venue for the Parish Council Meeting to Manor Court

Manor court would cost £15 to hire from 7.30 until 9pm. MF&HCA are working on solutions to the noise levels and it was resolved to continue at MF&HCC for the next meeting at least.

18. Time and Date of next meeting

The next meeting will be the Annual Parish Meeting held Wednesday 4th May 2016, at 7.00pm, followed by the AGM of the council where the chair will be elected.

19. Meeting closed 21.55

SIGNED: _____

DATE: 4th May 2016