

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

**MINUTES of HILLAM PARISH COUNCIL Ordinary Meeting held Wednesday 6th JUNE 2018
 At Monk Fryston and Hillam Community Centre at 7.30pm**

01. Present and apologies

Councillors Sadler (Chair), Collinson (VC), Little, Mitchell, Robertson and Tuddenham in attendance.
 Kate Lupton attended as the new member to be co-opted during the meeting and Juvina Janik (Clerk) was in attendance.

02. Declarations of Interest

None

03. To approve the co-option of applicant for parish councillor vacancy

Kate Lupton had been invited along to the meeting after councillors received her application for the parish councillor vacancy. **Resolved:** It was proposed by Cllr Sadler and seconded by Cllr Little that Mrs Lupton should be co-opted as the new parish council member, this was approved unanimously by council.

04. New member to sign the Declaration of Acceptance of Office

Resolved: Mrs Lupton signed the Declaration of Acceptance of Office as councillor. Cllr Sadler and the Clerk counter signed the document. Clerk is to email a copy of the Good Councillor's Guide.

05. To approve and sign the minutes for Parish Council Meeting 8th May 2018

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

06. Monthly Finance Report

a) Resolved: Council approved the MAY 2018 financial summary and bank reconciliation

	<u>Cashbook Opening</u> Balances 24 APR 2018:	Receipts	Payments	<u>CASHBOOK</u> Closing Balance at 24 MAY 18	<u>BANK</u> <u>STATEMENT</u> Balance at 24 MAY 2018
Reserve Account	£ 5216.12	-	-	£ 5216.12	£ 5216.12
Current Account	£ 14,449.58	-	£2082.20	£ 12,367.38	£ 13,228.88
STATEMENT BALANCE: £13,228.88					
MINUS O/S Payments:					
o/s cheques 628 YLCA £22.50 , 630 CAME & CO £610.00, 631 CRICKET CLUB £30.00, 632 J SADLER £199.00					
= £12,367.38					

b) Agree and approve JUNE payments

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

Date	Cheque No	Payee	Details	TOTAL COST	VAT: To Reclaim
6-Jun	633	Juvina Janik	Clerk Salary MAY 2018	£ 210.00	
	634	Juvina Janik	REIMBURSE as claim form	£ 28.42	
	635	NYCC	Streetlight repairs 2017-18	£ 355.00	£ 59.17
	636	MALCOLM WALTON	INTERNAL AUDIT FOR 2017-18	£ 176.47	
			TOTAL MAY SPEND	£ 769.98	£ 59.17
			TOTAL 2018-19 ANNUAL SPEND	£ 3,467.17	£ 113.04

c) To approve the clerk's Salary Award

Resolved: Council agreed this was appropriate and follows the NALC guidelines. This will be put in place by Cllr Sadler.

07. To approve the Annual Governance Statement

This document was distributed in advance of the meeting so that councillors could review it. The council have to answer 'No' to Assertion 4 and the explanation for this was given to councillors and has been include in the information given to the external auditors as requested. This year the clerk has ensured the Annual Governance Statement is signed before the period of the exercise of public rights begins on 25th June. **Resolved:** The completed statement was approved and Cllr Sadler signed the statement on behalf of the parish council, the RFO (Mrs Janik) counter signed.

08. To approve the Accounting Statements for 2017/18

The End of Year Reconciliation was reviewed and the figures in the accounting statements were explained. Councillors have received a monthly reconciliation throughout the year. **Resolved:** The accounting statements were approved. Cllr Sadler signed on behalf of the parish council, the RFO counter signed.

09. Update on MPAN and to approve Electricity Supplier contract quote

After discussing the MPAN and the rise in estimated annual consumption with National Power Grid it was explained that the MPAN that Hillam Parish Council had been given originally was only ever a temporary number, given in the absence of facts about the equipment. The estimate based on the actual equipment being used has meant a sharp rise in the estimated consumption. NPG have said they will not backdate the additional consumption. The parish council need to accept the new MPAN allocation and estimated income. Npower have sent another quote which is much reduced and would see very little rise in the annual costs on electricity, they now need to be given the new MPAN number so that they can quote accurately. **Resolved:** Clerk to approve the new MPAN numbers with NPG and inform Npower of the updated MPAN. Further quotes can now be sought using the new MPAN.

10. Update on Dunce Mire Road Enclosures Award

The clerk has contacted North Yorkshire County Council Records Office regarding the Enclosure Award for Dunce Mire Road. There is a book available which lists the Awards, this has been purchased by the clerk but not yet delivered. An email from the Archives department has confirmed the Enclosure Award and given some background about land ownership and but parish council ownership of the land still needs to be followed up for parish council records. **Resolved:** Await the arrival of the Enclosures Award book and also clerk to follow up with Land Registry.

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11. Update on GDPR course and Data Protection Officer exemption

A bill was passed that gave parish councils and exemption from appointing a DPO, the parish council must still adhere to the new GDPR. **Resolved:** Clerk will continue to work through the review document to ensure the parish council complies.

12. Update on CIL money

Clerk has discussed with SDC the CIL money expected from a number of individual houses being built in Hillam. The builders of these projects have applied for a 'self-build exemption' and are not liable for the CIL charge. **Resolved:** Clerk to follow up that the verge will be reinstated at Stocking Lane.

13. Village Maintenance:

a) Update on planters – A resident has volunteered to carry out the building work on the 2 planters (located Hillam Feeds and Priory Roses) He will retain the bulbs as far as possible. Aluminium casts of the Yorkshire Roses have been sourced in either 4.5" (£23+VAT) or 7" (£33 + VAT) and Name signs in Acrylic with relief lettering have also been sourced. Cllr Sadler to follow up with name sign dimensions that are needed to accommodate an aluminium rose on each side to get a cost.

b) Matters to report to the clerk

i) Ringtree: Grass had brown spots appearing, concerns that this could be from dogs. Daffodils need cutting back. **Resolved:** Clerk to purchase a No Dogs sign, a notice can go in Hillam News on Facebook and on the website. Cllr Mitchell will donate weed and feed. Village Clean Up to be arranged for Saturday 16th June at 10am. Councillor Lupton will announce it on 'Nextdoor' Hillam network and Cllr Sadler will inform Hillam News Facebook page.

ii) Request for an Update regarding Ten Acres and the action being taken to remove the additional caravan. **Resolved:** Clerk to follow up

iii) Request to find out information about occupancy of 'Meadow Farm', the house on the corner of Austfield Lane that was built without planning permission. **Resolved:** Clerk to follow up.

iv) Monk Fryston, Hillam and Burton Salmon Burial Board: There has been some discussion and a little uncertainty regarding the inclusion of Hillam and Burton Salmon has been raised. The matter is ongoing.

14. Planning:

- a) 2018/0386/FUL – Proposed erection of barn and horse arena – Hillgate House, Hillam Common Lane. **Resolved: NO OBSERVATIONS**
- b) 2018/0511/FUL – Proposed 4 bedroom detached dwelling with double detached garage – Plot to the side of 1 Ashfield Villas, Hillam Lane (inc a Resident's observations)
Resolved: NO OBSERVATIONS
- c) 2018/0521/OUT – Outline planning application for 3no proposed dwellings to the rear to include details of access, layout, scale and all other matters reserved – The Old Orchard, Hillam Lane. **Resolved:** Clerk to request that this build should not be given a Self Build exemption from paying the CIL due to the number of properties being built.
- d) 2018/0574/HPA – Proposed demolition of existing conservatory and erection of a 2 storey extension with external decking area to the rear – Brunton Cottage, 3 Prospect Close.
Resolved: NO OBSERVATIONS (It is to be noted that Cllr Little took no part in this discussion for personal reasons).

Notices of Decision: Permitted – Kendall Cottage (dwelling on land), Orchard View (Porch), 1 Railway Cottages (2 storey extension), Field View (work on trees covered by TPO)

15. Updates from Councillors from meetings, events or matters arising

a) Monk Fryston, Hillam and Burton Salmon Burial Board: There has been some discussion and a little uncertainty regarding the inclusion of Hillam and Burton Salmon has been raised. The matter is ongoing.

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b) Parish Council has no objections to Cllr Little taking on the organising of a network to tackle loneliness within the village

c) Hillam Parish Council offer deepest sympathies to the family of Ann Dawson who passed away recently

d) Fun Run, 8th July down Stocking Lane, organised by the Sports Association. Cllr Sadler to check works on Stocking Lane will not clash.

e) County Councillor Pearson:

i) 'Selby Area Committee' disbanded and replaced with the Area Constituency Committee, a meeting for County Councillors and Invited Guests. Howard Fergusson will be invited on behalf of Nigel Adams' office. Taking place 4 times a year, open to public to view.

ii) Locality Budget 2018-19 available for projects from £300 to £5k, apply for funding before February 2019

iii) 'Environment Budget' up to £5k on roads/paths available, applications for funding now being taken.

Resolved: Clerk to put this on the agenda for July.

16. Confirm the date and time of the next Parish Council Meeting

Resolved: The next ordinary Parish Council meeting will be Wednesday 4th July 2018 at Monk Fryston and Hillam Community Centre, 7.30pm

17. Meeting closed – 9.50 PM

SIGNED: _____

DATE: _____