

CHAIR: Councillor Julie Sadler
 CLERK: Mrs Juvina Janik
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**MINUTES of HILLAM PARISH COUNCIL held Wednesday 8th January 2020
 At Hillam and Monk Fryston Cricket Club at 7.30pm**

1. Present and Apologies

Councillors present: Sadler, Robertson, Tuddenham, Lupton and Little.

Apologies received from Councillors Collinson and Mitchell and clerk Janik, and District Councillor Mackman

2. Declarations of Interest

None declared

3. The approval and signing of minutes for Parish Council Meeting 4 December 2019

Minutes were approved and the Chair sign the document as true record

4. Clerk's report

- i) Land Valuation, Betteras Hill Road. Not yet completed. The land agent was unable to identify the land in question. **Resolved:** Councillor Sadler will meet and accompany the agent at a mutually convenient date.
- ii) Website renewal. **Resolved:** Payment of £21 to renew domain name for 2 further years was approved.
- iii) Derelict building. **Resolved:** to be brought to the attention of Housing Options Development team at Selby Council by letter.
- iv) Footpath 9. Issue ongoing, clerk to follow up.
- v) Street cleaning. Councillor Robertson has sent a letter to Selby District Council (SDC) requesting a schedule of anticipated cleaning dates in Hillam. Answer not yet received. **Resolved:** Clerk to enquire with Steve Parkin cost for cleaning moss from pavement at Lilac Oval, work authorised up to £100.

5. Monthly Finance Report

- a) To approve the December Financial Report presented by the clerk December. **Resolved:** Reconciliation approved. Precept document signed - Increase of 2% to £15,072.38

COMMUNITY ACC:			
CASHBOOK OPENING			NB: £1460.66 is ring-fenced grant for website and £500 is ring fenced for pump maintenance gifted by Hillam Historians.
BALANCE: 23.11.19	£	20,546.10	
DEC 19 RECEIPTS	£	-	
DEC 19 PAYMENTS	£	423.04	
CASHBOOK CLOSING			
BALANCE: 24.12.19	£	20,123.06	BANK STATEMENT
			BALANCE: 24.12.19
			£ 21,386.68
<i>Difference between Statement and Cashbook:</i>	£	1,263.62	O/S 710 BURIAL PRECEPT
			£ 1,078.62
			O/S 718 LIGHT SPONSOR
			£ 35.00
			O/S 719 MFPC SHARED P
			£ 150.00
			Reconciled £ 20,123.06

- b) To agree and approve invoices to be paid in January 2020, cheques to be signed. **Resolved:** Invoices checked and cheques to be signed at meeting close.

	Payee	Details	TOTAL COST	VAT: To Redaim
721	JUVINA JANIK	Clerk Salary DEC 2019	£ 226.52	
722	HMRC	Q3 TAX	£ 13.00	
723	TP JONES LLP	PAYROLL OCT-DEC 2019	£ 45.90	£ 7.65
		TOTAL JANUARY SPEND	£ 285.42	£ 7.65
		TOTAL 2019-20 ANNUAL SPEND	£ 14,744.38	£ 983.90

- c) Confirm salary increment award for clerk. **Resolved:** Agreed to increase as per NALC Guidelines from 23/11/2019 to £2797.76 pa. Clerk's performance appraisal - completed and satisfactory
- d) Internal Audit. Not yet completed. **Resolved:** Clerk to follow up with Cllr Mitchell.

6. Annual Review of Hillam Parish Council Policies, Standing Orders and Risk Assessment

Resolved: Deferred pending review by the Chair.

7. To discuss VE Day Celebrations

VE Day Celebrations weekend 8th to 10th may 2020. There is a suggested plan of action from SSAFA.

Resolved: Clerk to enquire if Bert's Barrow is willing to host, Hillam News to be informed and make more widely known (councillor Sadler) and Monk Fryston PC (Mary Little) to be contacted to see if interested in joint effort.

8. Consider actions regarding recruiting volunteers to continue the Hillam News

Hillam news restructuring. **Resolved:** To review possibility of holding recruitment effort in pub.

9. Consider items for Hillam News, deadline Jan 10th

Recycling - Clerk to contact SDC to get an update on the new recycling scheme including when the new bins are to be provided.

10. To discuss Home Office Consultation: Strengthening police powers to tackle unauthorised encampments

Resolved: Deferred - Clerk to send documents she holds round councillors prior to the next meeting so that a combined answer can be issued before the stated deadline for reply (8th February)

11. Planning

a) 2019/1330/LBC | Listed building consent for replacement of existing rotten single glazed timber windows with new timber double glazed units to matching existing | Hillam Hall Chapel Street. **Resolved:** No observations.

b) Notices of decision:

- i) 2019/1096/TPO High Gables, Chapel St – Authorised
- ii) 2019/1164/HPA - 8 Bedfords Fold – Granted

c) Clerk to contact SDC Planning regarding building on A63 near Lowfield lane. Councillor Mackman may already be dealing with the permissions on this issue.

12. Village Maintenance

a) Footpath Improvement Programme - noted that NYCC has not yet cleared footpath to Blue Bell Wood. Parish Council has established maps of all footpaths in our area. **Resolved:** To contact Hillam News to see if there are volunteers to inspect paths. To name the paths. Also, enquire if any volunteers would 'adopt' a path to monitor condition - reporting back to the Parish Council and not required to take on any extra work. Councillor Little to discuss as Monk Fryston PC Liaison kissing gate on Brickpond Walk as it causes obstruction to those with buggies etc.

b) Action visual check of all assets - photographic document of village assets. 2 additions this year.

c) Street Cleaning - Most recent completed.

d) Maintenance matters to report to the clerk

- i) Letter of thanks to be issued to Hillam Lights and Gordon Little for their efforts over the year.

13. Councillor Updates from Meetings, Events or Matters Arising

- ii) Yorkshire Water are to start minor works at Pump station including resurfacing at Stocking Lane and repair of culverts. **Resolved:** Councillor Lupton to put details on neighbourhood watch app. This may involve Stocking Lane being closed to vehicles for a period.
- iii) Community Association - because of the change of charitable status, Hillam Parish Council, as a trustee, is required to sign some documents. **Resolved:** Cllr Robertson to arrange the paperwork.
- iv) Coffee morning - has identified pavements that need repairing. **Resolved:** Councillor Little to liaise with the group to identify those most in need of action and to coordinate action.
- v) New Landlords of Cross Keys. Resolved: Cllr Sadler to visit and welcome to the village. Clerk to write a welcome letter.
- vi) Funds for trees. **Resolved:** Clerk to contact Councillor Pearson to confirm or otherwise our previous request.
- vii) Historic document - has been returned and will be forwarded to NY Archive for safekeeping.

14. Confirm the date of the next meeting

Wednesday 5th February, 7.30pm

15. Meeting closed at 8.40 pm

SIGNED: _____

DATE: _____