

CHAIR: Councillor Julie Sadler  
 CLERK: Mrs Juvina Janik  
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**MINUTES of HILLAM PARISH COUNCIL held Wednesday 6<sup>th</sup> September 2017  
 At Monk Fryston and Hillam Community Centre at 7.30pm**

**01. Present and apologies**

Apologies were received from Councillor Norman Tuddenham. Councillors Sadler (Chair), Collinson (VC), Little, Mitchell, Robertson and Wright were in attendance.

**02. Declarations of Interest**

None were declared.

**03. To approve and sign the minutes for Parish Council Meeting 2<sup>nd</sup> August 2017**

**Resolved:** Councillor Mitchell proposed and Councillor Wright seconded that the draft minutes were a true record. Document signed by Councillor Sadler.

**04. Finance Matters:**

a) **Resolved:** It was noted that there was a typo on the reconciliation table, this was amended on and signed on the hard copy and the financial report and reconciliation for AUGUST was provided and accepted (amended version below):

	<u>Cashbook</u> Opening Balances 26 JULY 2017:	Receipts	Payments	<u>CASHBOOK</u> Closing Balance at 24 AUG 17	<u>BANK</u> <u>STATEMENT</u> Balance at 24 AUG 17
Reserve Account	£ 5212.61	-	-	£ 5212.61	£5212.61
Current Account	<b>£9791.67</b>	-	<b>£1562.61</b>	<b>£8229.06</b>	<b>£8229.06</b>
<b>The cashbook and the statement reconcile</b>					

**b) Agree and approve SEPTEMBER payments**

Date	Cheque No	Payee	Details	TOTAL COST	VAT: To Reclaim
6-Sep	590	Juvina Janik	Clerk Salary August	£	
	591	NYCC	3 COLUMN REPLACEMENTS	£ 3,877.85	£ 646.31
	592	MFHCA	JUNE & JULY HALL HIRE	£ 40.00	
	593	BURIAL COMMI	2017-18 PRECEPT	£ 948.28	
	594	Jean Collinson	woodstain for bench/noticeboard	£ 21.80	£ 3.63
			TOTAL JULY SPEND	<b>£ 5,094.39</b>	<b>£ 649.94</b>
			TOTAL ANNUAL SPEND	£ 12,374.65	£ 1,231.23

**Resolved:** Payments were approved and it was agreed that invoices and cheques would be inspected and cheques signed at the end of the meeting.

### **c) PKF Update**

Clerk informed the council of the queries that had been raised by PKF and that the full list of receipts and payments had been provided to PKF to clarify any questions PKF had. It was also noted that the payroll costs are to be restated in the 'Other Costs' section rather than the 'Staff Costs' section for 2017-18 (including the 2016-17 column) and in the future. PKF responded that they had no further queries.

### **d) Land Rent Update**

Cllr Sadler has spoken to the leasor who suggests that the current rate of £50 per annum is correct for the rental of that piece of land. Resolved: It was agreed that the rate would remain the same but be subject to review in the future.

### **05. Discuss clerk holiday request**

**Resolved:** Council approved the holiday request and agreed that the May meeting in 2018 will be postponed to the second week in May to enable the clerk to attend. Clerk to discuss availability with MFHCA booking secretary, meeting may have to be Tuesday because MFHCA meet on the second Wednesday of the month.

### **06. Review currently adopted Code of Conduct**

**Resolved:** Council agreed to continue with the Selby District Council model Code of Conduct. There were no amendments suggested.

### **07. Review personal Declarations of Interest for updated submissions**

A discussion took place about the Standards and Code of Conduct training attended by Cllr Sadler and the clerk. All councillors were asked to review their submissions on their Declarations of Interest so that up to date information can be sent to Selby District Council.

### **08. To amend/approve 'Hillam Parish Profile'**

**Resolved:** After a brief discussion it was agreed that Cllr Sadler would add some information about the Monk Fryston and Hillam Community Association and also add that at the Ring Tree Christmas Lights the children receive presents. It was agreed to invite John Hetherington for a farewell before the November meeting, at 7pm.

### **09. To amend/approve Hillam News Article**

**Resolved:** Article is to cover buses and services that are available to residents, rubbish disposal (it was agreed to add a link to Selby Freecycle) and Stonebridge update. Cllr Sadler will complete and submit for publication.

### **10. VETS update and amend/approve letter to VETS volunteers**

An investigation has been requested into why the cabinet code was not given when a caller rang 999 needing the defibrillator. Awaiting response. **Resolved:** The letter was approved for distribution.

### **11. Village maintenance:**

- a) With the review of finances, the quotes were considered and it was agreed that a regular cleaner was unaffordable but contact details will be kept for one off cleans as necessary. It will be considered in next year's budget.
- b) Cllr Robertson is looking into ways of keeping bark off the lights at the Ring Tree. A spend on 4 bags of bark and linseed oil for the straight bench was approved. Also an honorary payment of £40 was approved for student to stain bench and notice board.

- c) Mr & Mrs Cockayne have agreed to have the sign on their wall. Clerk to pass details to SDC so they can liaise directly with the contractors who will install the sign.
- d) The plans to replace all parish streetlights in preparation for NYCC adoption have been put on hold after it was found that over 30 lights would need to be replaced. At a cost of over £1000 each, this is not an affordable option for the parish council at this time.
- e) Matters to report to the clerk
  - i) Temporary Utopia replacement bus service organised by NYCC is not appropriate. Resolved: Clerk to contact Age UK Selby for shopping bus information and contact 'Passenger services' to inform of unsuitability of temporary routes, Cllr Wright to check Sherburn Bus.
  - ii) Clerk to follow up quarry hedges overhanging Betteras Hill Lane
  - iii) Clerk to contact Steve Parkin to follow up request for trimming hedges back (west of railway line)
  - iv) Path from Betteras Hill Lane towards Burton Salmon over grown, clerk to inform NYCC

**12. Planning:**

- a) 2017/0804/FUL – Proposed conversion and alterations to existing barn and piggery building to create 2 new dwellings and introduction of two storey side extension to existing farm house, Maspin Grange. **Resolved:** NO OBSERVATIONS.
- b) CARO/2016/0985/COU – Proposed change of use of existing agricultural barn to events venue, Bert's Barrow, Austfield Farm. **Resolved:** NO OBSERVATIONS.

**10. Updates from Councillors from meetings, events or matters arising**

- a) Cllr Robertson attended the MFHCA meeting. Current focus is the Beer Festival 15-16<sup>th</sup> September.
- b) Cllr Little attended Pub is the Hub. Three tiered flower display proposed for village entrances, approved by council, possible issues with the amount of maintenance the large display will take. Cllr Little will continue research. Pub is the Hub have raised £300 for their project so far.
- c) Cllr Collinson attended the Burial Board meeting 29<sup>th</sup> September.

**13. Confirm the date and time of the next Parish Council Meeting**

**Resolved:** Wednesday 4<sup>th</sup> October 2017, 7.30pm at Monk Fryston and Hillam Community Centre. Cllr Pearson to be requested to update on footpath and Betteras Hill Road eroding edges.

**14. Meeting closed – 9PM**

SIGNED: \_\_\_\_\_

DATE: \_\_\_\_\_