

CHAIR: Councillor Julie Sadler
CLERK: Mrs Juvina Janik
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**MINUTES of HILLAM PARISH COUNCIL held Wednesday 7th October 2020
ONLINE VIA ZOOM PLATFORM at 7.30pm**

1. Present and apologies

Councillors Sadler (Chair), Lupton, Mitchell and Robertson were present. County Councillor Pearson was also in attendance. Apologies received were from Councillors Collinson and District Councillor Mackman (who aimed to join following another meeting), these were accepted. Also in attendance: J. Janik (Clerk)

2. Declarations of Interest

None declared.

3. The approval and signing of the minutes from Parish Council meetings held 26th August 2020

One addition had been made regarding the mandate, Cllr Lupton was named as a signatory to ensure evidence was in place for the bank. N.B. Agenda had wrongly stated 28th August – minutes were correctly dated. **Resolved:** All in favour of approval – Chair signed the minutes as a true record.

4. Update from Cllr Mackman

Deferred until Cllr Mackman can join later

5. Updates from Clerk

Yorkshire Roses on entrance signs have now been replaced with wooden roses. **Action:** thanks to be sent to Brian Plows for making them and to Michael Bisset for installing them

Phone box painted

Quote received for notice board and ring seat tidy £180 + £90. **Action:** need quote for additional bench at notice board

Community Speed Watch leader has dropped out of the group due family illness. **Action:** clerk will approach one of the other volunteers

Sustainability project update – a grant of £32k was awarded to pay for a feasibility study which will also provide an idea of how the group can move forward with the project and costings. Another grant has been applied for via the People's Postcode Lottery to purchase thermal imaging camera, PV Panels and other equipment to get the project started. Ray Newton is keen to share information about the project with the PC. **Action:** clerk will invite him to speak for 10 minutes on the next agenda.

PCSO Josh Cahill's response to the request for an increase in police visibility:

Thanks for your email and it's great to hear that the village have taken the initiative to set up a CSW and have been in touch with 95 alive. Due to demands on the service I'm unable to promise any form of regular patrols of the area but I will share your concerns with the local neighbourhood teams and request that they pay attention to the area when they are able to do so in order to increase police visibility

Notice of Vacancy has been advertised, no one called for an election so there is a co-opted position available

Website subscribers got a newsletter re councillor vacancy and also volunteers needed. It is also on Hillam News FB and vacancy advertised in notice board. No interest as yet.

Grass cutting invoice to NYCC sent today

Cllr Mitchell has completed the internal audit of accounts, which were satisfactory

At this point, Cllr Tuddenham joined the meeting following problems signing in

6. To consider and action plans for site developments taking place on Hillam Lane

Selby District Council have been informed, as have the police. There is nothing further the Parish Council can do other than report activity should any occur. If this is on a weekend or bank holiday, contact the clerk and Cllr Mackman. Cllr Mackman may have an update when he joins the meeting.

7. To accept and agree to act on the recommendation from the Clerks to Monk Fryston, Hillam and Burton Salmon Parish Councils as a means of addressing the requirements of the Guide to Proper Practices for Governance and Accountability for Smaller Authorities in England insofar as it affects the Joint Burial Committee

The recommendations acknowledge that the Joint Burial Committee (JBC) as it stands does not meet the standards for Proper Practice that were recently updated. It cannot hold its own assets, it cannot have its own bank account and it cannot employ staff or enter into contracts. In brief, the clerks recommend that Monk Fryston Parish Council, as the largest PC and the Parish in which the cemetery is situated, be the lead council and hold the assets and accounts, employ the JBC clerk and enter into contracts on behalf of the JBC. The JBC will continue to administer contracts and payments under delegated authority from MFPC, and will prepare end of year accounting statements in accordance with legislation and proper practices. MFPC will be responsible for providing Hillam and Burton Salmon PCs with information regarding the apportioned financial details necessary for each Annual Governance and Accountability Return.

Cllr Tuddenham proposed the recommendations were accepted, this was seconded by Cllr Robertson.

Resolved: All in favour – motion carried.

8. To discuss and decide further actions for Hillam Lights Event 2020

A number of volunteers have come forward to organise an event for this year's Hillam Lights switch on. The details of the event are still being finalised and it will be an event which avoids gathering crowds. PC requests that Risk Assessments are done and these will be submitted to the insurer.

9. To approve sponsorship for St. Wilfrid's floodlights for one year

It was proposed by Cllr Robertson and seconded by Cllr Mitchell that Hillam PC once again sponsor a Floodlight at a cost of £35 for the year. **Resolved:** All in favour – motion carried.

10. To discuss and action plans for Remembrance Day

Resolved: It was agreed that Cllr Collinson will purchase a wreath at a cost of £25 as usual, and will represent Hillam Parish Council should there be a service at the church. If there is no service, Councillor Collinson will lay the wreath for Remembrance Day. The Poppy display will be put up in The Square.

11. To receive updates regarding Hillam News and decide on further actions if necessary

Current organisers have applied for a Restore and Recover grant to ensure that the publication can continue for the next year. Cllr Pearson offered a share of the locality budget to fund a one-off project to boost the publication back into print. **Resolved:** Councillors are to email the clerk with their thoughts about the purpose and information given in the publication. Cllr Sadler will follow up with the Hillam News team.

12. Finance

a) To receive summaries for August and September and approve the financial reconciliations

COMMUNITY ACC:			
CASHBOOK OPENING BALANCE: 25.07.2020	£ 17,560.53	NB: £1460.66 is ring-fenced grant for website and £500 is ring fenced for pump maintenance gifted by Hillam Historians.	
AUGUST 2020 RECEIPTS	£ -		
AUGUST 2020 PAYMENTS	£ 1,020.55		
CASHBOOK CLOSING BALANCE: 24.8.2020	£ 16,539.98	BANK STATEMENT BALANCE: 24.8.2020	£ 17,375.53
<i>Difference between Statement and Cashbook:</i>	£ 835.55	JUVINA JANIK	£
		MF&HCA	£ 557.50
		TP JONES & CO LLP	£ 45.90
		Reconciled	£ 16,539.98

August Reconciliation was accepted. The September meeting was held on 26th August and the statement had not been received at that point.

COMMUNITY ACC:			
CASHBOOK OPENING BALANCE: 25.08.2020	£ 16,539.98	NB: £1460.66 is ring-fenced grant for website and £500 is ring fenced for pump maintenance gifted by Hillam Historians.	
SEPTEMBER 2020 RECEIPTS	£ 1,610.00		
SEPTEMBER 2020 PAYMENTS	£ 416.95		
CASHBOOK CLOSING BALANCE: 24.9.2020	£ 17,733.03	BANK STATEMENT BALANCE: 24.9.2020	£ 17,733.03
<i>Difference between Statement and Cashbook:</i>	£ -		

September reconciliations were reviewed and accepted.

RESERVE ACC CASHBOOK			
OPENING BALANCE: 25.08.2020	RECEIPTS	PAYMENTS	CLOSING BALANCE: 24.09.2020
£ 1,230.36	£ 0.17	£ -	£ 1,230.53
BANK STATEMENT BALANCE: 24.9.20			£ 1,230.53

b) To approve the payments to be made in October

	Payee	Details	TOTAL COST	VAT: To Reclaim
759	JUVINA JANIK	Clerk Salary SEPT 2020	£	
760	HMRC	Q2 TAX	£ 3.40	
761	S G PARKIN LANDSCAPES	INV 2453 GRASS CUT ALL AREAS (10/9)	£ 185.00	
762	JULIE SADLER	REIMBURSE COST OF FLOWERS ML	£ 30.00	
763	TPJONES & CO LLP	PAYROLL ADMINISTRATION	£ 45.90	£ 7.65
764	S.BOOTH	PAINTING PHONE BOX	£ 270.00	
765	MONK FRYSTON PAROCHIAL	FLOODLIGHT SPONSORSHIP 20/21	£ 35.00	
		TOTAL OCT SPEND	£ 801.25	£ 7.65
		TOTAL 2020-21 ANNUAL SPEND	£ 11,688.35	£ 865.75

The payments were approved. The updated table above includes the two additional payments, one to S. Booth (cheque 764) which had been missed, and one to Monk Fryston Parochial Parish Council (cheque 765) following the approval to sponsor a floodlight in this this meeting. The signatories will sign the cheques.

13. Planning:

a) Comments on Applications:

- i) 2020/0991/OUT | Outline application for the erection of 3 dwelling houses to rear of existing dwelling with all matters reserved | Ashville, Main Street, Monk Fryston. **Resolved:** NO OBSERVATIONS

b) Notices of Decision:

- i) 2020/0636/HPA | Replacement of existing Porch, The Dower House, Chapel Street | Permitted

c) To receive information regarding the New Selby Local Plan (to 2040) seminar

Clerk briefed the Councillors on what Selby District Council were asking for; local information on sites that have been put forward by landowners for development. Councillors discussed the sites and will email any additional information for any Hillam sites to the clerk who will collate and submit to SDC. The following was noted:

Site A – previously failed planning application with much objection

Site D – Pylon sited in centre

Site F – will set a precedent for infill to take place

Councillor Mackman joined the meeting at this point

14. Village Maintenance

a) To discuss any further actions following recent work at the Ring Tree
Electrician has removed lights.

Arborists to prune:

- Quote 1 - £160+VAT no availability until December
- Quote 2 - £870+VAT due to location (Drifffield) not available until January 2021
- Quote 3 - £230 end-November or £287.50 for a weekend
- Quote 4 due Friday 9th

It was proposed by Cllr Robertson that unless quote 4 proved better value, quote 3 for a weekend should be accepted. This was seconded by Cllr Lupton. **Resolved:** All in favour – motion carried. Clerk to action as necessary. Clerk also to contact Wykeham re pruning recommendations and scheduling of remedial works.

Clerk to request quote from Mr Booth to clean and revarnish the bench at the notice board also.

b) Updates on the path improvements

Plans were finalised by Cllrs Sadler and Robertson at a site meeting with Core Groundworks. Signage manufacturer is very busy and asked if January would be acceptable – Council accepted this but no later.

Hedge cut-back was followed up with NYCC for a response again as no action since July.

c) Matters to report to the clerk

- Bluebell wood path cut back – clerk to ask Steve Parkin to contact Cllr Sadler to discuss
- Community Centre Park play surface is slippery with algae/moss – clerk to inform Robin Parkin from the Community Association.
- New clerk has been appointed to the JBC
- Written valuation of Quarry land to be obtained by Stephenson's
- Cllr Lupton to promote Halloween decorations around village

15. To consider and agree items for discussion by Hillam and Monk Fryston Liaison group

None at present.

4. Updates from District Councillor Mackman

Devolution and the decision for which bid should be submitted to Government by SDC is still underway – SDC awaiting the outcome of a report which will aid the decision and consultations.

SDC remain to work from home 90%, however, planning meetings are underway once more and speakers can now attend also.

Viner’s Appeal with Planning Inspector. Eggborough plans granted for new distribution centre, replacement football and cricket pitches with facilities will be built on alternative land.

SDC first step re Hillam Lane development activity was to issue a Planning Contravention Notice to the landowners. This is a requirement to provide the District Council with intentions for the land. Cllr Mackman suggests SDC enforcement and himself should be alerted to any activity on site at any time.

16. Meeting closed – 9.05pm

The next meeting will be on 4th November 2020 at 7.30pm

SIGNED: _____

DATE: _____