

CHAIR: Councillor Julie Sadler
CLERK: Mrs Juvina Janik
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**DRAFT MINUTES of HILLAM PARISH COUNCIL meeting held Wednesday 2nd March 2016
At Monk Fryston and Hillam Community Centre 7.30pm**

01. Present

Councillors Sadler (Chair), Collinson (Vice Chair), Little and Mitchell were present.
Apologies were received from Councillors Robertson, Tuddenham and Wright.
In attendance: Juvina Janik (Clerk) and Martin Fagan (Community Heartbeat Trust)

02. Community Heartbeat Trust

Martin Fagan delivered a presentation about the services and support available from the Community Heartbeat Trust (CHT) regarding a community defibrillator. If a group want to use an old phone box to house a defibrillator, they request the group to go through the CHT for products, installation and support because the CHT adhere to strict standards set by BT. Substandard installations can result in BT halting the electricity supply to the phone box.

Mr Fagan demonstrated a number of equipment options for the Parish Council to consider, explaining the benefits of each. He followed up by explaining the responsibilities the Parish Council would have once it was installed and the running costs involved. It was recommended that a long term funding plan should be put in place.

It was resolved that the Parish Council would use the CHT to supply, install and maintain a community defibrillator.

03. Minutes of meeting Wednesday 3rd February 2016

The minutes of the meeting 3rd February 2016 were agreed and signed as a true record.

04. Declaration of Interest

Councillor Mitchell declared an interest in the grant application received from Mr Ray Newton regarding funding the fencing for Playsafe, and also any decisions based around supporting the activities for the Tour de Yorkshire weekend celebrations.

Hillam Parish Council		FEBRUARY 2016 CASH BOOK					
						As of 26 January Bank Statement	£6,018.54
EXPENDITURE							
	Cheques issued February:	REASON:	Amount	Plus Vat	Total		
03/02/2016	502 MFHCA	Grant for Path, agreed March 15	£800.00		£800.00		
03/02/2016	503 J JANIK	CLERK SALARY	£160.56		£160.56		
03/02/2016	504 HMRC	CLERK SALARY TAX	£37.40		£37.40		
						February Expenditure	£997.96
						VAT to claim back	£0.00
INCOME							
	YLCA	Transparency Fund Application accept	1898.86		£1,898.86		£6,919.44
						Reconciliation with BARCLAYS BANK STATEMENT FEBRUARY 2016	£6,919.44
Cheques to be issued March 16:							
	505 J JANIK	CLERK SALARY	£ 226.21				
	506 HMRC	CLERK SALARY TAX	£ 54.00				
	507 MFHCA	Meeting Room Hire Dec & Jan	£ 40.00				
						Total March spend	£6,599.23

- a) The financial report presented was approved.
- b) Payments to be made in March were checked and agreed, cheques to be signed at the end of the meeting.

06. Transparency Funding Bid

It was reported that the Smaller Councils Transparency Funding Bid was successful, £1898.86 has been received from the YLCA for the council to put towards costs involved in setting up and running the website. It was agreed that the clerk purchase an external hard drive up to the value of £60.

07. Website Update

The Clerk presented her proposed layout for the website, created using WIX templates. She explained there was a free hosting option where the domain name would have Wix as the main part of the domain name followed by 'HillamParishCouncil' or the council could purchase the domain name 'www.hillamparishcouncil.co.uk' annually and pay a monthly fee to Wix for hosting. It was resolved that the second option was preferable and the clerk should go ahead with that option as soon as possible and continue to work on the site to complete it.

08. Ring Tree

The quotes received were discussed and compared. It was resolved to offer ESTrees, who had recently completed work at Hambleton Hough, the contract to complete the removal of the Ring Tree and prepare the soil for replanting. The purchase and planting of a replacement tree will be further researched and decided on nearer the time. The Clerk is to apply for planning permission through the necessary channels as soon as possible.

09. Grant Applications

- a) Monk Fryston and Hillam Community Association: There are concerns regarding the costs to be incurred by replacing the Ring Tree. It was agreed at the December meeting that this should take priority. It was resolved that no grants should be paid at this time. Clerk to write in response.
- b) Georgia Parkin: Again, it was agreed that no grants are to be paid at this time. Clerk to write in response.

DRAFT

10. Planning Applications

- a) There have been no new planning applications placed.
- b) Notice of Decision received for 2015/1159/OUT: Outline application for the erection of a detached dwelling at Austfield House, Hillam Common Lane, Hillam – *REFUSED*

11. Annual Parish Meeting

It was suggested this meeting took place just before the 4th May Parish Council Meeting. Councillors will draw up a list of groups to be invited and draft the invitation wording. Final arrangements to be confirmed.

12. Review of Standing Orders

- a) Chair and Clerk to review the existing documents. Any proposed changes will be reported to the council for consideration and approval before amendments are made.

13. Village Maintenance

A number of suggestions had been made by residents of the village, including facilities they would like to see in the village such as Crown Green Bowling, a bus shelter and more LED streetlights. The council have already reported the pavements and roads that are in need of resurfacing – Highways have these recorded.

14. Time and Date of next meeting

The next meeting will be held Wednesday 6th April 2016, at 7.30pm. Discussion took place regarding the location of the next meeting due to the noise of the group in the adjacent room, venue to be confirmed.

15. AOB

- a) The weekend of celebrations during the Tour de Yorkshire will include a children’s cycle race, Cllr Mitchell and the steering group organising the event have asked if the Parish Council’s insurance will cover this part of the event. Clerk to contact Came & Co. If an extra cost is incurred to cover the event, it was agreed that the Parish Council would fund it.
- b) Councillor John Mackman is to be invited along to the next meeting.

18. Meeting closed 21.50

SIGNED: _____

DATE: 6th April 2016