

PARISH COUNCIL OF NUNBURNHOLME WITH KILNWICK PERCY

Minutes of a Meeting of the Parish Council (PC) held on Thursday 5th September 2019 at 19:30 hrs at the Buddhist Retreat, Kilnwick Percy.

The meeting was chaired by Cllr Phillips.

Present: Cllr Phillips, Richardson, Bird, Bird, Hardstaff, Clements and Ward Cllr Rudd.

OPEN FORUM

Nothing was discussed here.

Meeting started at 19:30 hrs

1. **Welcome and Apologies** – Cllr Atkinson.
2. **Declarations of Interest** – None.
3. **Signing of the Minutes of the Parish Council Meeting Held on 11th July 2019**- These were signed as a true and accurate record,
4. **Matters Arising (including outstanding actions not listed on the agenda)**

Register of Interests Forms

The clerk has received the outstanding forms. ACTION: Clerk to publish these on the website and send to ERYC.

Littering in the Layby Near the Golf Club

The clerk had forwarded a response from ERYC stating that they are unable to site a green wheelie bin in the location requested as these bins are used for main road laybys. For a litter bin, the parish council would have to purchase one, however ERYC would not advise this because of the access gates. In addition, a litter bin can then encourage people to park up which could cause an issue in relation to the gates. ACTION: Cllr Phillips and Atkinson to liaise further with the community and the golf club. ACTION: Cllr Phillips to respond to the email from ERYC.

Accounts

The cheque stubs (000715, 000716 and 000717) and invoices from May need signing by the relevant Cllrs. ACTION: Clerk to find the cheques relating to these and ensure these are signed in October.

5. Accounts (including cheque for picnic bench)

The clerk passed a letter to Cllr Phillips from NatWest stating that they were unable to progress the internet banking application due to lack of signatures. Cllr Phillips asked members of the PC that given the difficulty the PC are having trying to set up anything, if they would be happy to change banks. ACTION: Cllr Phillips to research Pocklington based banks and inform the PC at the next meeting.

Two bank statements and the bank reconciliation were signed by Cllr Richardson.

The clerk asked Cllr Phillips to order a cheque book as there were only two cheques left. ACTION: Cllr Phillips to contact NatWest. As a result, the three following invoices were approved for payment, with cheques to follow upon receipt of the cheque book;

HMRC - £151.20 (PAYE deductions for clerk)

ERNLLCA - £18.17 (Good Councillor Guides)

ERNLLCA - £22.50 (Being a Good Cllr Training – part 1)

After approval in the last meeting for the repayment of the picnic bench, a cheque was sent out and signed by Cllr Phillips and Cllr Atkinson for the following;

Ann Hill - £180, cheque no. 000723. ACTION: Cllr Atkinson to sign the cheque stub and invoice at the next meeting.

Cheques were then written and signed by Cllr Phillips and Richardson for the following;

GeekPoint - £62.50, chq no. 000724 (website updates)

Samantha O'Connor - £270.62, cheque no. 000725 (clerks' salary)

The clerk asked Cllr Phillips to transfer the funds from the deposit account to the community account given that internet banking is still not in place. ACTION: Cllr Phillips to organise this before the next meeting.

6. Planning Applications

19/01143/PLF Erection of a two storey and single storey extension to rear, erection of a porch to the front, installation of window to side at first floor and creation of vehicular access. Location: 1 Brunham Cottages, Church Lane, Nunburnholme, YO42 1QU. The decision by ERYC to approve this was read out by the clerk.

7. Flood Management

Cllr Phillips advised that he is still to liaise with the Jubilee Committee and proposed to write up a brief plan for information after doing so.

Cllr Phillips asked that after these actions are carried out that a Cllr based in Nunburnholme take over the management of this. Cllr Richardson volunteered. Cllr Clements suggested that the Duke of Edinburgh children in the village could potentially help with the clearing of it.

8. Financial Risk Register

The clerk had produced a draft register and had sent this prior to the meeting. The clerk noted that after going through historical records, that insurance was last paid in December 2018 but that she could find no documents relating to the policy. ACTION: Clerk to contact the insurance company with new contact details for renewal later in the year. ACTION: Clerk to ask Zurich for a copy of the policy for publication on the PC website. ACTION: Agenda the risk register for approval at the next meeting.

9. Emergency Plan

This has not been progressed. The emergency location needs to be confirmed. ACTION: Cllr Atkinson to confirm with the Church that this can be used. ACTION: Agenda for next meeting to finalise.

10. Community Issues

Cllr Phillips noted that he had several points to raise, some of which were correspondence as follows;

A notice has been placed in the red telephone box stating that it will be removed. Cllr Clements advised the PC that ERYC have stated that comments from the local community need to go through the Parish Council first so they can discuss and agree what their collective decision is. It will be the East Riding of

Yorkshire Council's role to coordinate the decisions from the Parish Councils to BT. ACTION: Cllr Clements and Hardstaff to formulate community response for ERYC.

The clerk had sent out information on changes to bus services prior to the meeting. Cllr Phillips commented that some of the services would affect the parish. ACTION: Clerk to obtain the amended timetables.

Cllr Phillips noted that ERNLLCA are holding their AGM on the 19th September and commented that any Cllr can attend should they wish to.

The clerk had sent an email about the Local Plan prior to the meeting. Cllr Phillips stated that there was nothing in it that would affect the parish so no response was required.

The Joint Local Access Forum is taking place on the 11th September although Cllr Phillips is unable to attend. ACTION: Clerk to forward the minutes of this meeting to all Cllrs upon receipt.

The clerk stated that she had received a letter from ERYC advising that the Footway Lighting Maintenance Service Level Agreements were increasing in 2020 as follows;

Service Level 1 increased by 2%

Service Level 2 increased by 1.5%

At this point the asset register was mentioned and how the assets are monitored. It was suggested that Street lighting, grass cutting and maintenance of assets should be reviewed in March/ April in time to provide an updated asset register for the Annual Report.

The clerk handed out copies of the Good Councillor Guides to each Cllr.

11. Correspondence

This was dealt with under item no. 10.

At this point Ward Cllr Rudd gave his report as follows;

There will be 5000 bags of compost given away by ERYC on Tuesday 24th September at 5pm at Wolds Gliding Club.

Ward Cllr Rudd informed the PC that ERYC have set up a 'Health and Wellbeing' website called happyandwell.me. This provides information on local services surrounding multiple health topics such as dementia, giving up smoking and keeping fit.

There has been a 65% GCSE pass rate across East Riding using the new grading system 1-9 which replaced the old A-G grades. 45% received Grade 5 and 48% received Grade 8.

The world championships for para-cycling is coming to East Riding on the 21st September. It will start in Beverley and finish in Harrogate.

There is a new ERYC dog warden called Natalie Rhodes and her contact telephone number is 01482 396901. She should be contacted with any instances of dog fouling where information can be given regarding the offender.

Cllr Richardson asked Ward Cllr Rudd if there were any grants available. Ward Cllr Rudd advised the PC to contact Leanne Wright at ERYC to see if she can assist. ACTION: Clerk to contact Leanne and ask for a funding guide for East Riding.

12. **Date of Next Meeting** – 7th November at 7.30pm in the Buddhist Retreat, Kilnwick Percy.

There being no further business, the meeting closed at 20:37 hrs.

Signed as a true and correct record _____ **Date**_____