

Nunburnholme with Kilnwick Percy Parish Council

Minutes of the Annual General Meeting of the Parish Council held at Kilnwick Percy Hall
on Thursday 18th May, 2017 at 7:45pm

PRESENT: Mr M McCallum, Mrs I Barton, Mr T Hardcastle, Mr A Jennings and Mr R Bird.

ALSO PRESENT: Mrs S Lambert (Clerk), Councillor D Rudd and 3 Parishioners.

APOLOGIES FOR ABSENCE: None.

1. APPOINTMENT OF COUNCILLORS.

- a. Co-option of new Councillors - Mr T Phillips, Mr N Atkinson and Mr A Richardson each declared their interest and explained how they may contribute to the Parish. It was agreed to accept all three applications – Mr Bird proposed, seconded by Mr Jennings and agreed unanimously. New Councillors were asked to complete the Declarations of Interests form.
Action: Mrs Lambert will amend the Standing Orders to accept 8 Council members and to forward forms to the Democratic Services Dept.
- b. Election of Chair - Mr Bird nominated Mr McCallum, seconded by Mr Hardcastle and agreed unanimously. Mr McCallum thanked Mrs Barton for her previous Chairmanship.
- c. Election of Vice-chair – Mr McCallum nominated Mr Bird, seconded by Mr Jennings and agreed unanimously.

2. DATES FOR MEETINGS FOR THE COMING YEAR.

7 th September, 2017	22nd March, 2018
16 th November, 2017	17 th May, 2018 (Parish Meeting and AGM)
18 th January, 2018	

3. DECLARATIONS OF INTEREST - None.

4. MINUTES : Resolved that the minutes of the meeting held on 23rd March, 2017 be confirmed as a true record and signed by the Chair.

5. MATTERS ARISING:

- a) CLERKS PENSION – It was agreed the Council had fulfilled their obligation to offer Mrs Lambert the information on pensions and Mrs Lambert agreed to pursue through a financial advisor.
- b) STREETSCENE UPDATES – Mrs Barton reported that two of the humps, to divert excess rain water in Kilnwick Percy, had been completed by the ERYC, but the third, outside the School House, had not been completed. **Action: Mrs Lambert to contact ERYC.**

6. PLANNING APPLICATIONS & UPDATES

No new Applications to report.

It was reported that the procedure for publicising new applications had changed. **Action: Mrs Lambert to email details to all Councillors.** It was agreed to hold planning meetings if the applications received were controversial.

7. MEETINGS – None.

8. FINANCE

a. Bank Balances.

Current A/C	4886.07
Deposit A/C	3954.51
	<u>8840.58</u>

C/A Previous balance £ 854.46

Date	Particulars	Withdrawals	Deposits
23.04.17	Southern Electric D/D	58.31	
22.05.17	Southern Electric D/D	52.88	
27.04.17	ERYC Precept		4200.00
			<u>£4886.07</u>

D/A Previous balance £3954.42

Date	Particulars	Withdrawals	Deposits
28.02.17	Natwest Interest		0.03
31.03.17	Natwest Interest		0.03
28.04.17	Natwest Interest		0.03

£3954.51

b. Invoices and Receipts.

Invoice – ERNLLCA Membership £238.39 – approved. (Mr Bird proposed, Mr McCallum seconded).

c. S137 Donations – It was agreed to donate:

Nunburnholme PCC	-	£225.00
Madhyamaka Centre	-	£225.00
Pocklington Arts Centre	-	£175.00

d. Online Banking - it was agreed to request online banking in order to access bank statements.

Action: Mrs Lambert to discuss with NatWest.

e. Audit – Mrs Lambert reported the Audit had been completed, but still needed to be inspected by an internal auditor. It was suggested to obtain a new internal auditor (Mr Jennings proposed, Mr Richardson seconded). The Council voted 3 for and 5 against. It was agreed to consider change if deadline not met. It was agreed to hold an extraordinary meeting, once the audit has been completed, to sign the Cash Book and Audit Form.

9. CORRESPONDENCE: None.

10. PARISH MATTERS:

- a. PARISH PATHS – Councillor Rudd reported that grants to fund any works reported by Parish Surveys would end this year and the ERYC would survey next year. Mrs Barton suggested to organise walking parties to survey the Parish paths and make into a social event. Also, it was agreed that any repairs needed should be photographed as evidence, so a complete record can be forwarded to the ERYC. **Action: Mrs Barton to organise parties and agree on a date.** It was agreed that the beginning of September could be suitable.
- b. DEFIBRILATORS – Mrs Hill reported at the Parish Meeting, that the Nunburnholme box had been fitted. The Madhyamaka Centre had ordered a defibrillator, but requested the Parish Council contribute towards obtaining the outside box, which would be situated on the external wall of the World Peace Café. The cost would be approximately £495 + VAT. It was agreed to contribute. (Mr Jennings proposed, Mr McCallum seconded, 6 Councillors were in favour). **Action: Mrs Lambert to liaise with Mrs Webster.**
- c. LITTER – Mrs Barton reported that litter had been frequently dumped, usually from parked cars, at the old entrance to the KP Club. It was suggested that the KP Club be informed of the problem and to consider signage. **Action: Mrs Barton to contact KP Club.**
- d. YEAR PLANNER – It was agreed to review annually. **Action: Mrs Lambert to email copy to Council members.**
- e. LAMP POST REPAINTING – It was reported that the Lamp Posts in Nunburnholme were in need of repainting. It was agreed to obtain quotes from the ERYC and local decorators. It was also suggested enquiries be made regarding installing LED lights. **Action: Mrs Lambert to obtain quotes for repainting and contact electrician regarding LED lights.**

11. NEXT AGENDA ITEMS:

- a) PARISH PATHS SURVEY- report on dates.
- b) STREETSCENE – update on works.
- c) LAMP POSTS – update on repainting of Nunburnholme Lamp Posts.
- d) STANDING ORDERS – review.
- e) RISK ASSESSMENT – review.

12. DATE & VENUE OF NEXT MEETING:

The Parish Meeting will be held on Thursday 7th September, 2017 at 7:30pm, at Kilnwick Percy Hall.

S Lambert (Clerk)