

## *Nunburnholme with Kilnwick Percy Parish Council*

Minutes of the Meeting of the Parish Council held at Kilnwick Percy Hall+-  
on Thursday, 7<sup>th</sup> September, 2017 at 7:30pm

PRESENT: Mr M. McCallum (Chair), Mr T. Hardcastle, Mr N. Atkinson, Mr A. Richardson,  
Mr A. Jennings and Mrs I. Barton (Vice-Chair).

ALSO PRESENT: Mrs S. Lambert and Councillor D. Rudd.

APOLOGIES FOR ABSENCE: Mr T. Phillips – accepted.

No apologies received from Mr R Bird.

### OPEN FORUM

Councillor Rudd reported:

- a) The ERYC Road Surface Dressing Programme is in progress.
- b) Also, a preliminary pilot scheme for CCTV cameras in Taxis will be introduced.
- c) And, 5000 bags of compost had been given away this year.

1. DECLARATIONS OF INTEREST: None.

2. MINUTES : Resolved that the minutes of the Parish Council Annual General Meeting and Parish Meeting held on, 18<sup>th</sup> May, 2017 and the Extra Ordinary Meeting held on 28<sup>th</sup> June, 2017 be confirmed as a true record and signed by the Chair.

3. MATTERS ARISING:

- a) **PARISH PATHS SURVEY** – Mrs Barton will put up notices requesting volunteers to walk and inspect the paths on the weekend of 23<sup>rd</sup> and 24<sup>th</sup> September, 2017. Volunteers are requested to take notes / photos of any problem areas or repairs needed, to then meet at St James' Church Nunburnholme, at 4pm on the 24<sup>th</sup> September, with their findings and to enjoy refreshments. It was agreed, volunteers telephone Mrs Barton to report which route they would be available to complete, to avoid duplication. **Action: Mrs Barton to advertise.**
- b) **STREETSCENE** – It was reported the hump outside The School House, Kilnwick Percy, had not been reinstated. The repointing of Nunburnholme bridge needed to be followed up. The ERYC grass cutting team had missed a strip along Becksides, Nunburnholme. Mr McCallum reported the potholes and water damage at the bottom of Nunburnholme Hill be reported. **Action Mrs Lambert to contact ERYC.**
- c) **LAMP POSTS** – Mrs Lambert reported a quote for cleaning and repainting Nunburnholme lamp posts had been received from Shaun Buckle of £660.00, but is still awaiting a quote from ERYC. Mrs Lambert had enquired about updating to LED lighting, but is still awaiting quotes. Mrs Barton suggested once two quotes had been received for both the repainting and the LED lighting, that the lowest price be selected. Seconded by Mr McCallum. **Action: Mrs Lambert to obtain quotes.**

4. PLANNING APPLICATIONS

- a) 17/02613/PLF – 1 Brattwood Cottages, Nunburnholme. – No objections received – Pending.
- b) 17/01856/PLF – Garth Cottage, Nunburnholme. – No objections received – Approved.

5. MEETINGS

Code of Conduct Training - Mrs Barton reported that all Councillors should complete the Training.

6. FINANCE

It was agreed to change the format of the finance sheet to make more comprehensible.

a) Bank Balances:

**Current Account**

**Previous balance brought forward from 18<sup>th</sup> May £4886.07**

<b>Date</b>	<b>Particulars</b>	<b>Withdrawals</b>	<b>Deposits</b>
23.06.17	Southern Electric D/D	54.16	
26.05.17	ERNLLCA Membership	238.39	
26.06.17	Madhyamaka (S137 Donation)	225.00	
27.06.17	Pock Arts (S137 Donation)	175.00	
28.06.17	PCC (S137 Donation)	225.00	
03.07.17	C. Moor – Internal Audit	153.60	
23.07.17	Southern Electric D/D	56.88	
25.07.17	Clerk's Salary	881.55	
25.07.17	Clerk's Expenses	12.50	
21.08.17	Southern Electric D/D	52.88	

Total Expenditure £2074.96

**Balance of Current Account as of 07.09.17 £2811.11**

**Deposit Account**

**Previous balance brought forward from 18<sup>th</sup> May £3954.51**

<b>Date</b>	<b>Particulars</b>	<b>Withdrawals</b>	<b>Deposits</b>
31.05.17	Natwest Interest		0.04
30.06.17	Natwest Interest		0.03
31.07.17	Natwest Interest		0.03

**Balance of Deposit Account as of 07.09.17 £3954.61**

**Total as of 7<sup>th</sup> September 2017 £6765.72**

b) Invoices and Receipts:

ERYC fitting defibrillator, cabinet and connection to electricity supply - £ 60.00 - approved  
Southern Electric – Street lighting for June, July and August (D/D) - £163.92 – approved  
Jubilee Committee – Signs, Noticeboards and installation materials - £498.87 – approved

c) Salaries and Expenses:

Clerk's Salary - £909.48 - approved  
Clerk's Expenses - £ 57.84 - approved

d) It was agreed to employ Mr C. Moor as the Internal Auditor for the future.

7. CORRESPONDENCE - None.

8. PARISH MATTERS:

- a) STANDING ORDERS – It was agreed to email another copy to all Councillors to review at the next meeting.
- b) RISK ASSESSMENT – was reviewed and any changes to be published.
- c) ASSETS – It was agreed to obtain a full list with cost prices to compare with Insurance cover and to review at January meeting after investigation.  
Mrs Barton reported the Noticeboard at Kilnwick Percy needed replacing.  
Mrs Lambert to check laptop is up to date with Anti-virus protection.

9. NEXT AGENDA ITEMS:

- a) CHRISTMAS TREE - quotes.
- b) PARISH PATHS SURVEY – update.
- c) STANDING ORDERS – review.
- d) LED LIGHTING – update.
- e) STREET LIGHT PAINTING – update.

10. DATE & VENUE OF NEXT MEETING:

The next Parish Council Meeting will be held on Thursday, 16<sup>th</sup> November, 2017 at 7:30pm, at Kilnwick Percy Hall.

S Lambert (Clerk)