

Nunburnholme with Kilnwick Percy Parish Council

Minutes of the Parish Council Meeting held at Kilnwick Percy Hall on Thursday 12th November, 2015 at 7.30pm.

PRESENT: Miss M Evans (Chair), Mr M McCallum, Mr R Bird, Mr T Hardcastle, Mr A Jennings and Mrs S Webster.

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

APOLOGIES FOR ABSENCE: Mrs I Barton – accepted.

OPEN FORUM: Councillor Rudd reported that the budget consultations are to take place on 26th November and would be available to view on the ERYC website. Also that the Council Tax had been frozen for the past five years, so may increase, and there would have to be cuts, but all the main services would be kept. **Action:** Publish onto PC Website

Councillor Rudd reported that the new shopping centre in Beverley has opened, which will be a positive resource for the area.

DECLARATIONS OF INTEREST: None.

MINUTES: Resolved that the minutes of the Meeting held on 10th September, 2015 confirmed as a true record and signed by the Chair.

MATTERS ARISING:

- a) **Report on the process for election of councillors:** Miss Evans reported on her conversation with Alan Barker from ERNLLCA regarding the correct process for managing co-options of new councillors in between elections. She explained that the correct process was to inform the returning officer who would issue a notice and if 10 parishioners requested an election then an election should be held. If this did not happen then the Parish Council were able to co-opt.
- b) **Report on the progress with reinstating the 3 humps on the Millington Road in Kilnwick Percy to divert rain water.** The Clerk reported she had contacted ERYC Streetscene team week commencing 2 November to request the humps to divert excess water in Kilnwick Percy be re-instated. **Action: Clerk to contact ERYC by 16th November, to follow up.**
- c) **Report on the progress with hedge trimming on Butt Lane.** The Clerk reported she had written to Warter Estate on 6 November regarding the overgrown hedges on Butt Lane, Nunburnholme. **Action: Clerk to telephone Warter Estate to follow up after 2 weeks of first contacting them had elapsed.**

COLLECTING PHOTOGRAPHS FOR EAST YORKSHIRE ARCHIVES.

The PC were not able to review the photographs previously submitted by MRs Barton. Given that this issue had been on the agenda for a couple of meetings Miss Evans asked all councillors to reconfirm their support for the project. Councillors supported sending photographs to be included in the archive and to send to the Clerk before the next meeting.

Action. All councillors to research and send photographs for the archive project to the clerk before the next meeting. **Action** Clerk to make arrangements to view the photographs electronically at the next meeting.

USE OF COMPUTERS FOR PARISH WORK

Miss Evans reported she had read an article in the ERNLLCA newsletter containing a recommendation to all parish and town councils they should not rely on the Clerk making their personal computer available for council use. ERNLLCA advised that if a personal computer was used the PC had no right of ownership over the information stored on the computer. The PC discussed the issue and Mr Jennings suggested the PC should purchase a computer for the Clerk to use. The PC agreed that it should make available a laptop computer for the Clerk to use for PC business. **Action** Miss Evans and Mrs Webster to research the computers and support available and report back to the next meeting.

REVIEW AND AGREE AMENDMENTS TO THE STANDING ORDERS

Miss Evans told the Council she had also learnt from ERNLLCA that there was no need to agree agenda final items for the next meeting at the preceding one. The Standing Orders should state the date by which agenda items are required. **Action** Clerk to amend standing orders to state agenda items should be submitted 5 days before the meeting. **Action.** Clerk to issue a reminder to Councillors before each deadline.

REPORT OF CHALK PIT TRAFFIC

Mr McCallum reported that after the expansion of the quarry on Cattle Hill, the traffic of large lorries in and around Nunburnholme had greatly increased and he thought this presented a danger as the roads are narrow and single track and the verges and roads are being damaged. The Council discussed whether there was any danger to the bridge in the village and it was agreed to explore the possibility of placing a weight restriction for the bridge. **Action:** Clerk to contact Mr N Layton (ERYC) regarding weight restriction. It was agreed to contact the neighbouring parish councils to see if they shared our concern and would be prepared to explore joint action. **Action** Clerk to contact Burnby and Londesborough Parish Councils' and request joint letters of concern be sent to the ERYC and to Ashcourt, whose company operates the lorries

Mr McCullum also suggested that a 20 mile per hour speed restriction be adopted in Nunburnholme. Mr McCallum reported he had contacted ERYC who had said that traffic could be monitored. **Action:** Mr McCallum to arrange a survey and report at the next meeting.

TELECOMMUNICATIONS MAST ON CATTLE HILL

Mrs Webster reported that she had received a letter from a concerned parishioner regarding the erection of a Telecommunications Mast at Cattle Hill and who had expressed a concern that it would also house a wind turbine. The PC did not object to this application but noted the application lacked detail. **Action: Clerk** to write to the parishioner informing that the PC had noted their concerns and discussed the matter. .

PLANNING APPLICATION:

The Clerk reported she had not received any planning applications.

MEETINGS

Councillor Rudd reported that the Transport Consultations had been held and requested the PC nominate a representative. It was agreed that the clerk should represent the PC. **Action:** Clerk will contact the ERYC Transport Officer Mr Bodan.

RECEIPT AND AGREEMENT OF FINANCIAL STATEMENT OF ACCOUNTS:

a) Bank Balances:

Current Account	3003.80
Deposit Account	<u>3575.69</u>
	<u>6579.49</u>

C/A	Previous balance		£4087.68
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Date	Particulars	Withdrawals	Deposits
21.09.15	Southern Electric D/D	40.33	
20.09.15	Clerk's Salary	845.22	
20.09.15	Clerk's Expenses	23.78	
01.10.15	C. Milson (Streetlights)	97.68	
01.10.15	Audit	36.00	
23.10.15	Southern Electric D/D	41.17	<u>£3003.80</u>

D/A	Previous balance		£3574.24
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Date	Particulars	Withdrawals	Deposits
28.08.15	NatWest Interest		0.14
30.09.15	NatWest Interest		0.16
30.10.15	NatWest Interest		0.15 <u>£3575.69</u> b)

Invoices and Receipts

c) Precept: The Clerk reported no documents had yet been received. **Action:** Clerk to circulate Precept documents when they are received. **Action** Clerk to present Precept estimates at the next meeting in order for the Council to agree the amount to request

CORRESPONDENCE:

The Clerk reported that she had received a membership renewal request for Campaign for Rural England. The PC agreed that as it needed a financial decision and had not been listed on the agenda they were unable to make a decision. **Action** Clerk to list renewal of CPRE on the agenda for the next meeting.

Mr McCullum and Mr Jennings left the meeting with meant the meeting was no longer quorate.

The Clerk reported that the Society of Local Council Clerks and National Association of Local Clerks had written to the PC with essential information about pension auto-enrolment. It was agreed to discuss at the

next meeting and in preparation for the discussion Mrs Webster and Miss Evans would review the Clerks job description and contract of employment.

NEXT AGENDA ITEMS:

- a) CPRE MEMBERSHIP
- b) PENSION AUTO ENROLMENT, CLERK JOB DESCRIPTION AND CONTRACT
- c) ARCHIVE PHOTOGRAPHS
- d) PRECEPT
- e) PURCHASE OF COMPUTER FOR PARISH BUSINESS

DATE AND VENUE OF NEXT MEETING:

The next meeting will be held on Thursday 14th January, 2016 at Kilnwick Percy Hall at 7.30pm.