**PARISH COUNCIL OF FRIDAYTHORPE (FPC)**

**Minutes of a Meeting of the Parish Council (PC) held Wednesday 30th May 2018 at 19:30 hrs at the Church, Fridaythorpe**

The meeting was chaired by Ward Councillor Andy Burton and assisted by the clerk.

Present: Ward Councillor Andy Burton, Cllr Hemesley and Cllr Falkingham. Four members of the public were in attendance.

**OPEN FORUM**

Nothing was discussed here.

Meeting started at 19:30 hrs

* + - 1. **Welcome and Apologies**

No apologies were received.

Ward. Cllr Burton introduced himself to the PC and to the members of the public. He explained that currently the PC have 5 vacant seats and not enough councillors to be quorate. He is in attendance to ensure the PC can function short-term and complete the Annual Return as well as pay all outstanding invoices.

He informed the PC of the process of closing the PC and that the running of any parish matters may pass to a neighbouring PC if this was to go ahead. Cllr Hemesley and Cllr Falkingham agreed that they would prefer the PC to remain in Fridaythorpe if they are able to co-opt on more councillors. Ward Cllr Burton noted that if the members of the public in attendance expressed an interest then he would attend the next meeting in order to co-opt them on.

* + - 1. **Elections**

Ward Cllr Burton suggested that this be deferred until the PC holds enough councillors to function. For the purpose of the meeting Ward Cllr Burton confirmed he would act as Chair. ACTION: Clerk to agenda ‘Election of Chair’ for the next meeting.

* + - 1. **Declarations of Interest** – None.
			2. **Future of Parish Council**

This was discussed in agenda item number 1. Cllr Hemesley thanked the members of the public who had attended and expressed as interest in becoming a parish councillor.

* + - 1. **Minutes of Previous Meeting –** Signed as a true and accurate record.
			2. **Matters Arising**

The clerk confirmed that she had published the PC list of assets on the website.

Cllr Hemesley commented that there has been no update on the Farmers Arms other than there are no immediate plans to dispose of the site.

All other outstanding actions are to be carried over to the next meeting when the PC are quorate.

* + - 1. **Accounts**

The bank statements were signed by Cllr Hemsley and Cllr Falkingham.

Cheques were issued and signed by Cllr Hemsley and Cllr Falkingham for the following;

ERNLLCA, £263.27, chq no. 100563.

HMRC, £51.14, chq no. 100564.

Samantha O’Connor, £204.57, chq no. 100565.

Mike Thompson, £185, chq no. 100566.

* + - 1. **Meeting Schedule for 2018/19 –** Deferred until PC is quorate.
			2. **Approval of Certificate of Exemption –** Signed by Cllr Hemesley and the clerk.
			3. **Approval of Annual Governance Statements**

These were read out to the PC by Cllr Hemesley and completed and signed by Cllr Hemesley and the clerk.

* + - 1. **Approval of Annual Accounting Statements –** This was signed by Cllr Hemesley and the clerk.
			2. **New Data Protection Regulations**

The clerk notified the PC that she has published a data privacy notice on the website for both residents and employees. There has been a data protection toolkit provided by ERNLLCA to work through. She confirmed other than correspondence received, there are no personal details held in the electronic records with the exception of the councillors information and contractors details.

The clerk confirmed that the PC do not currently have a PC laptop, all work is done on a personal laptop which is password protected. Storage of archived hard files is at the clerks property which is secure. Ward Cllr Burton mentioned the possibility of the parish council obtaining a projector as they were given out by ERYC some time ago. ACTION: Clerk to contact ERYC to see if the PC can obtain one.

* + - 1. **ERNLLCA Data Protection Consent Form**

The clerk informed the PC that she had received this and completed it in order for ERNLLCA to remain in contact with the PC.

* + - 1. **Village Walkabout**

Cllr Hemesley explained to the members of the public that the reason for the village walkabout is a way to raise any issues in the village that ERYC are able to deal with such as potholes, cleaning of roads signs, etc. The parking on Wolds View was raised at the last walkabout and ERYC are going to look at finances and update the PC accordingly.

* + - 1. **Correspondence**

None received.

* + - 1. **Date of Next Meeting**

Wednesday 20th June in the Church.

Cllr Hemsley asked the clerk to send the ‘Register of Interest’ forms out to the members of the public in attendance to bring completed to the next meeting where they will be co-opted on. ACTION: Clerk to agenda ‘Co-option of Councillors’ for the next meeting.

There being no further business, the meeting closed at 20:03 hrs.

Signed as a true and correct record,

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