**PARISH COUNCIL OF FRIDAYTHORPE (FPC)**

**Minutes of a Meeting of the Parish Council (PC) held Wednesday 11th March 2020 at 19:30 hrs at ABN Mill, Fridaythorpe.**

The meeting was chaired by Cllr Hemesley and assisted by the clerk.

Present: Cllrs Hemesley, Hynes, Parker and Wormald. One member of the public was present.

**OPEN FORUM**

Driffield Town Councillor Mark Blakeston was in attendance to inform the PC of the new Wolds Rangers Walk. He gave an overview of the Wolds Rangers and how the walk was devised. The event will be launched on the 6th of June and a coach from Driffield will pick up any walkers from Fridaythorpe. He noted that a full map of the walk will be available if the PC wished to display this in the village. Cllr Hemesley raised the issue of parking in the village. Mark noted that he would include this information in the guidebooks that are being produced.

Mark reported that he had set up a Driffield ‘men in sheds’ group which currently has approximately 40 members. He has secured premises and asked the PC if they would advertise this. Cllr Hemesley offered to publish this on the PC Fb page upon receipt of further information.

Mark left the meeting at this point and Cllr Hemesley thanked him for his time.

The meeting started at 19:54 hrs.

* + - 1. **Welcome and Apologies** – None.
      2. **Declarations of Interest** – Cllr Hemesley declared a non-pecuniary interest in ABN Mill given that his wife is an employee of ABN.
      3. **Co-option of Councillor**

The clerk reported that the parishioner who was due to attend the meeting had given his apologies. ACTION: Clerk to agenda this for the next meeting.

* + - 1. **Ward Cllr Report**

Ward Cllr Hammond asked the PC if works had commenced on the pond shelter. Cllr Falkingham confirmed that the jetty had been repaired. Ward Cllr Hammond advised the PC that ERYC would review the fault list before handover if the PC were going to adopt this. There was a brief discussion about whether the PC should adopt the shelter or leave it with ERYC. ACTION: Clerk to agenda this topic for the April meeting. Cllr Hemesley advised that there would be the contract with the architect to consider.

Ward Cllr Hammond has set up a site visit for the pedestrian refuge for the 19th March at 9am. Cllr Hynes and Hemesley confirmed that they would attend. ACTION: Cllr Hynes and Hemesley to report back to the PC at the next meeting.

* + - 1. **Minutes of Previous Meeting –** The minutes from 12th February were signed as a true and accurate record.
      2. **Matters Arising (including outstanding actions)**

**Conservation Area on Wold View**

The clerk has been liaising with ERYC regarding this and is waiting to hear back from Andy Harper. ACTION: Clerk to check the progress of this before the next meeting.

**Defibrillator Replacement and Consumables**

The clerk reported that ABN are looking into the option of renewing the defibrillator. ACTION: Clerk to agenda this for discussion at the April meeting.

**Ideas for BT Phone Box**

ACTION: Clerk to agenda this for April to receive input from parishioners.

**Green Dog-Walking Scheme**

The clerk has spoken to the ERYC dog warden who confirmed that ERYC will not be adopting this scheme as they do not have the resources.

**Plaques for Picnic Benches and PC Stickers for Defibrillators and BT Box**

The clerk has ordered the stickers and reported that the cost for seven plaques would be £68.60 and therefore needed approval before ordering them. All were happy for the plaques to be ordered. ACTION: Clerk to order seven 5”x 2” plaques.

**Newsletter**

The clerk noted that she had received no articles from Cllrs yet. A discussion was held, and it was agreed that these be produced for inclusion in the newsletter to go out before the Annual Parish Meeting (APM). Cllr Hynes noted that he would like an article including asking for volunteers to be trustees for a village charity as starter funds could be available. ACTION: Cllr Hemesley to produce articles on the conservation area on Wold View, ideas for BT telephone box, update on pond shelter and additional streetlights. ACTION: Cllr Hynes to produce articles on defibrillators, ANPR/ CCTV cameras installation and charity funds trust nominee. ACTION: Clerk to produce the newsletter and all members of the PC to distribute before the APM.

**Additions Street Lights**

The clerk has had a response from a parishioner objecting to the streetlights. Cllr Hemesley has also received an objection. ACTION: Clerk to agenda this for a decision in April’s meeting.

**Parking**

The clerk asked if Cllr Falkingham had spoken to the owner of the land that ramblers had asked to park on. A discussion was held on the owners wishes, and it was agreed that the PC should respond stating that this area is not for public parking. ACTION: Clerk to respond accordingly.

* + - 1. **Amendment to Clerks Contract**

The clerk had sent a variation document for inclusion in her contract changing the frequency of pay to monthly. All were happy with this amendment and Cllr Hemesley signed the form accordingly.

* + - 1. **Accounts (including setting of the budgets for 2020/21)**

The clerk had sent the new budgets alongside notes prior to the meeting. The clerk advised that the PC would use reserves to cover the deficit between the annual PC costs and the precept as previously discussed in the precept planning meeting. Cllr Hemesley proposed to adopt the new budgets, Cllr Falkingham seconded this, and all agreed.

The bank statement was checked alongside the bank reconciliation and signed by Cllr Hynes.

The schedule of payments could not be signed as invoices were produced in the meeting that had not been included on the schedule.

Invoices were approved for payment by Cllr Hynes and Cllr Wormald for the following:

FPC1920-10 Samantha O’Connor - £3.98 (stickers for defibrillators and BT phone box)

Samantha O’Connor – salary

HMRC - £31.60 (clerks PAYE)

FPC1920-11 Samantha O’Connor - £19.11 (printer paper)

Cllr Hemesley presented invoices for the following and these were approved by Cllr Hynes and Cllr Wormald:

FPC1920-12 £414.26 (Festive Fridaythorpe 2018 expenses)

FPC1920-13 £10.20 (noticeboard improvement)

FPC190-14 £150 (window cleaning Dec 2018 to March 2020)

ACTION: Clerk to make payment by BACS.

The clerk reported that the noticeboard by the pond needed replacing as it leaks, and the condensation makes it difficult to read the notices. ACTION: Clerk to get three prices of suitable notice boards and take these to the next meeting for a decision.

* + - 1. **Planning Applications:**

19/04039/PLF Erection of a holiday let unit with associated works and infrastructure. Location: Land North of Edmonds Farm, Back Street, Fridaythorpe. The decision to approve this by ERYC was read out.

* + - 1. **Approval of Meeting Dates**

The clerk had produced a schedule prior to the meeting. All were happy with the dates. ACTION: Clerk to put this on the notice boards and the PC website.

* + - 1. **Works Outstanding on the Pond Shelter**

This had been discussed under agenda item number 4.

* + - 1. **Town and Parish Council Charter Survey**

The clerk had sent this document to all Cllrs prior to the meeting. All were happy for the clerk to complete the survey and report back once the final charter has been produced. ACTION: Clerk to complete the survey.

* + - 1. **VE Day Planning (including grant application)**

The clerk had informed the PC prior to the meeting that ERYC are offering a grant of up to £500 for this event. A discussion was held, and it was agreed that the clerk should apply for £500. ACTION: Clerk to apply for the grant before the deadline of 27th April.

The clerk had produced the flyer for the event, and all agreed that this should go on the noticeboard and be delivered with the next newsletter. It was agreed that the event would start at 2pm. ACTION: Clerk to update the flyer before printing.

The clerk asked how much bunting was required. It was agreed that the PC would need 300 metres and the that the budget would be £100 for decorations. ACTION: Clerk to order the bunting before the next meeting.

ACTION: Agenda ‘VE Day games’ to finalise details at the next meeting.

* + - 1. **Adoption of Co-option Guidance**

The clerk had produced and circulated this guidance prior to the meeting. Cllr Hemesley queried the section relating to how long a candidate needs to have lived in the village. ACTION: Clerk to check with ERYC. ACTION: Clerk to agenda this for adoption at the next meeting.

* + - 1. **Fridaythorpe Charity Funds Update**

Cllr Hynes has had no further update on this.

* + - 1. **Village Gardening Day**

Deferred until next meeting. ACTION: Clerk to agenda for April.

* + - 1. **Community Issues**

None.

* + - 1. **Correspondence**

The clerk has received correspondence from ERYC about the next scheduled village walkabout. ACTION: Clerk to send the date and time to all Cllrs and ask for their availability.

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

April 15th at 7pm for the Annual Parish Meeting followed by the regular Parish Council Meeting at 7.30pm. Both meetings are to be held at ABN. ACTION: Chair and Clerk to prepare relevant reports for the meeting.

There being no further business, the meeting closed at 21:05 hrs.

Signed as a true and correct record,

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_**