



# FRIDAYTHORPE PARISH COUNCIL

*The highest Village on the Yorkshire Wolds*



## MINUTES

### Minutes of the Meeting of Fridaythorpe Parish Council Monday 13<sup>th</sup> April 2015, 7pm St Mary's Church, Fridaythorpe

Present: James McGregor (JM)(Chair), Michael Smith (MS), Brendan O-Donnell (BOD),  
James Strachan (JS)

In Attendance: Laura Waites (LW)(Clerk)

Item	Detail	Action
1504.01	<u>Apologies</u> JM opened the meeting. There were no apologies for absence to consider.	
1504.02	<u>Declarations of interest</u> JM gave a reminder of the need for confidentiality and to declare any interests, pecuniary or non-pecuniary. There were none raised.	
1504.03	<u>Open Forum</u> JM welcomed Daniel Scullane, who had submitted an application to the parish council, to the open forum part of the meeting for residents to attend and raise any questions or matters. There were no other residents in attendance. LW reported that AS had raised concern about the condition of the shelter and who was responsible for the maintenance of it. JM gave a reminder that the shelter was the responsibility of the East Riding of Yorkshire Council and not the Parish Council and confirmed that the shelter had now been painted and the recent damage was in process of being repaired. LW reported that AS had raised the continued support for the community garden. MS is to speak to Gillian regarding the community garden to see if any support is needed from the Parish Council to help with its upkeep. MS reported that there had been some queries from residents regarding bin collections being missed at the bottom of Mere Grange and will follow up.	MS  MS
1504.04	<u>Minutes of the last meeting</u> The minutes of the last meeting of the Parish Council held on 10 February 2015 were considered and it was proposed by JM and seconded by MS that they be approved as a correct record and signed by the chair.	
1504.05	<u>Matters arising from the minutes</u> The followed matters arising from the minutes were considered: 1. Streetscene walkabout - LW is to report the guttering near the phone box as it is blocked. All other matters raised at the walkabout have been addressed. LW to check date of next streetscene walkabout. 2. Phonebox – LW to contact BT to either see if the phone can be re-sited to a more appropriate place as it is currently on a bad corner and if not possible then to request the removal of the phonebox. 3. Maps and noticeboards – LW reported that a number of potential funding grants are being investigated for the provision of noticeboards; ongoing.	LW  LW

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	<p>4. Policies and procedures – including social media policy update – LW has drafted a new social media policy to be circulated with the minutes for comments. It was agreed that the policy will be adopted if all councillors are in agreement.</p> <p>5. Shelter – see above</p> <p>6. Litter Picking – A notice is to be put on the noticeboard regarding a litter picking job.</p> <p>7. Allotments – LW reported that ABN have confirmed their continued commitment regarding the availability of community land and a meeting is to be arranged after the elections to discuss next steps. In the meantime LW is investigating arrangements for land clearance, ongoing maintenance, charges and ongoing management of allotments; ongoing.</p>	<p>LW</p> <p>LW</p> <p>LW</p>
1504.06	<p><u>Parish Council and May Elections</u></p> <p>There was a discussion regarding the Parish Council elections in May 2015 and future arrangements. LW is to contact electoral services to clarify the procedure if there are fewer than the three nominations required for the Parish Council to be quorate.</p> <p>LW reported that the current parish council members remain in situ until 11<sup>th</sup> May which is four days after elections and the chair and vice chair remain in situ until 25<sup>th</sup> May, there an Annual General Meeting of the parish council needs to be held before that date to confirm new members and positions. It was agreed that the next meeting of the parish council would be held on 18<sup>th</sup> May 2015.</p>	LW
1504.07	<p><u>Tour De Yorkshire</u></p> <p>The proposal by MS to mark the Tour De Yorkshire event by displaying a painted bicycle was discussed. It was agreed that the donated bike from MS is to be displayed at York Road entrance to the village and MS/JS will make the arrangements.</p>	MS/JS
1504.08	<p><u>Correspondence</u></p> <p>LW gave an update on correspondence received and reported that there was no correspondence needing action.</p> <ul style="list-style-type: none"> <li>- The response to Pegasus regarding the biomass plans was noted.</li> <li>- Members are to refer to the parish council email to review the regular notices and updates received.</li> </ul> <p>JM gave an update on a number of items of correspondence received as follows</p> <ul style="list-style-type: none"> <li>- auditors regarding deadlines for audit – LW to follow up</li> <li>- insurers regarding details of insurance – LW to file</li> </ul>	LW
1504.09	<p><u>Planning Applications</u></p> <p>There were no new planning applications to consider.</p> <p>JM reported that a planning application for an extension which was a revision of a previously considered application had been circulated to all members for comments and there had been no objections or comments raised; noted.</p>	
1504.10	<p><u>Budget update and Payments</u></p> <p>JM circulated a budget reconciliation summary for 2014/15 and covered the main points including income, expenditure and the budget out turn. The summary showed that budget is in a healthy position. Uncommitted budget, mainly for clerks salary had been c/f to the new financial year 2015/16 to allow payment to be made at this meeting.</p> <p>The budget summary was approved and signed by MS and BOD.</p> <p>JM circulated the proposed budget for 2015/16 which was based on the budget headings agreed at the last meeting. The budget was agreed and signed by BOD and MS.</p> <p>Copies of the budget summaries were given to LW for the file. JM covered bank account reserves and reported that the reserve amount was within limits as less than twice the budget.</p> <p>JM covered two payments due for the clerks salary and related income tax which were c/f from 2014/15. The payments were approved by all members.</p>	



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1504.11	<p><u>Any other matters agreed by the Chair</u> JM gave a reminder that there was a need to review the asset register and it was agreed that this include items with no values such as benches. The need to carry out a health and safety inspection of assets to identify any maintenance requirements was also discussed. To be followed up at the next meeting.</p> <p>The parish council was asked to note that there were some decorative stones available from a garden make over and it was agreed that they be donated to the community garden; MS to make arrangements.</p>	LW  MS
1504.12	<p><u>Dates of next meetings and agenda items</u> The next meeting, which is to be the Annual General Meeting, will be held on 18<sup>th</sup> May 2015 at 7pm. The meeting will include the arrangements for chair, vice chair and financial officer. (post meeting note this meeting was postponed until 16 June )</p>	
1504.13	<p><u>Close</u> JM closed the meeting at 8.10pm</p>	