

1404.04	<p><u>Parish Clerk Appointment</u> The job description for the Parish Clerk was discussed together with an example of terms and conditions from cpalc that could be used. It was agreed that: LW be appointed as Parish Clerk in line with the job description . The terms and conditions document be reviewed for approval at the next meeting. The delegation of Parish Clerk duties to members of the Parish council (Meeting 6th January 2014 Item (1312.04) be rescinded except for financial duties which will remain delegated to JMc until further review</p>	LW
1404.05	<p><u>Minutes of the last meeting</u> It was agreed that: The minutes of the last meeting of the Parish Council held on 10th March 2014 were a true record. Proposed by MS; seconded by JB. AS raised the need to ensure a hard copy of all minutes was on file. It was noted that electronic copies are archived on the website.</p>	LW
1404.06	<p><u>Matters arising from the minutes</u> Matters arising from the minutes of the last meeting were considered: 1. <u>Flagpole (1403.05.1)</u> It was noted that discussion had taken place in item 1403.03 regarding the process for residents to raise matters such as spending with the Parish Council. The need to ensure quality of workmanship was discussed. The Planning Inspectorate does not require planning permission for the flagpole. It was agreed that: the installation of the flagpole be pursued and the cost would be to a maximum of £150. 2. <u>Village picnic (1403.05.3) and Sponsored walk (1403.03.1)</u> It was agreed that The event will take place on Sunday 20 July 2014 and the following tasks were allocated: Contact local ramblers associations regarding raising awareness about the event and sponsorship Organise a route for runners Organise a short walk for children and families Contact Seaways regarding customer participation and donations Arrangements for stockists of flat caps for competition Arrange parking, access routes and check points Organise the flat cap throwing competition</p>	<p>AS</p> <p>AS</p> <p>BOD</p> <p>JB</p> <p>AS</p> <p>JB</p> <p>AS</p> <p>MS</p>



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	<p>3. <u>Donation of map and walks (1403.05.4)</u> AS gave an update. It was noted that lamination is still to be done and double glazing companies are to be contacted about making a unit to hold the map in a timber frame.</p> <p>4. <u>Newsletter (1403.03.5)</u> The production of the next newsletter was discussed. It was agreed that: All consider how content can be improved and contact AS with any ideas. Grants and funding raised by the Parish Council are to be included.</p> <p>5. <u>Dog fouling (1403.05.6)</u> JB gave an update. It was noted that the number of incidents had subsided. A response from the questionnaire which proposed the use of pavement stencils was discussed. It was agreed that: As bins and bags are provided and owners are aware of their responsibilities, the use of stencils is not required. In the event that someone is seen allowing their dog to foul and not tidying it up residents are to be reminded of the need to report the incident. The process for reporting incidents is to be communicated.</p> <p>6. <u>Purchase screen and projector (1403.05.7)</u> It was agreed that the purchase of the screen and projector be paid from this year's budget. The projector has been purchased and the screen is awaiting delivery. The next newsletter is to include arrangements for hiring the equipment. The equipment is to be managed by BOD.</p> <p>7. <u>ERYC grant (1403.05.8)</u> AS gave an update. It was noted that a grant for the First Aid training had been approved for £700 + £ 20 for each session and room hire</p> <p>8. <u>Defibrillator (1403.05.11)</u> It was agreed that AS review names and contact details for training.</p> <p>9. <u>Emergency Plan 2013/14 (1403.05.12)</u> There were no updates.</p> <p>10. <u>Community herb garden (1403.05.13)</u> There were no updates.</p> <p>11. <u>New residents welcome pack (1403.05.14)</u> There were no updates</p> <p>12. <u>Social media policy and update (1403.05.15)</u> It was agreed that BOD is to review the social media policy</p> <p>13. <u>ABN and village community orchard (1403.05.16)</u> AS gave an update on the recent Leaders Meeting attended which had looked at potential town and parish projects. There was a discussion about the feasibility and drivers for a community orchard project in the village; responsibility for instigating and managing the</p>	<p>AS</p> <p>ALL</p> <p>AS</p> <p>AS BOD</p> <p>AS</p> <p>BOD</p>
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	<p>project including grant application; how an orchard could be maintained after project completion; whether it could generate income and whether a small play area could be included on the site. A vote was taken and it was agreed that: Community interest for the idea be surveyed in the next newsletter</p> <p>14. <u>Pond – Conservation volunteer planting (1401.05.17)</u> AS gave an update. It was noted that a report is to be submitted so that payment can be reclaimed.</p> <p>15. <u>Parking on the pavements opposite the garage (1403.03.2)</u> Discussed at item 1404.03</p> <p>16. <u>ERYC student questionnaire (1403.08.2)</u> It was noted that this is being reviewed by JB and AS</p> <p>17. <u>Wolds Way run (1403.08.5)</u> AS gave an update. It was agreed that AS is contact the organisers for more detail about what is involved and if anything needs to be provided, for discussion at the next meeting.</p> <p>18. <u>ERYC streetname bank (1403.08.6)</u> As gave an update. It was noted that details had been submitted to ERYC.</p>	<p>AS</p> <p>AS</p> <p>JB/AS</p> <p>AS</p> <p>AS</p>
1404.07	<p><u>Planning Applications</u> There were no planning applications for consideration.</p>	
1404.08	<p><u>Parish council budget</u> JMc gave an update on the budget for financial year 2014/15 and circulated a copy of the draft budget for comments . The following amendments were considered: ERNLLCA membership not to be renewed and the budget for this to be moved to training. LW to arrange for cancellation of membership. No budget is required for elections. Cost of screen and projector to be included and the budget for purchase of other equipment to be increased. Landscaping and planting budget to be increased. Training budget to include cost of defibrillator training. It was agreed that: the budget be approved subject to the above amendments. Proposed by AS, seconded by MS. An updated copy of the budget is to be circulated to all.</p>	<p>LW</p> <p>JMc</p>
1404.09	<p><u>Payments</u> JMc gave an update on payments to be made from the budget following submission of invoices and receipts for: 1 The conservation volunteers - pond cleaning £1,422 (to be reclaimed by a grant) 2 - Refreshments for the above volunteers £23.4 3 - Amazon - purchase of a projector - £159.99. All were reminded of the need to ensure receipts include VAT so that it can be reclaimed. It was agreed that the above payments be made.</p>	<p>JMc</p>



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1404.10	<u>Correspondence</u> It was noted that AS had received comments from the newsletter and will arrange for these to be responded to.	AS
1404.11	<u>Any other business</u> The issue of the village shelter was raised and the need for maintenance is required before consideration of transfer of ownership from ERYC to the Parish Council. It was noted that this required further review AS and LW had attended a recent training course on bid writing which was provided free of charge by ERYC.	AS
1404.12	<u>Date of next meeting</u> Tuesday 13 th May 7pm	ALL
1404.13	<u>Close</u> The Chair closed the meeting at 8.25pm	