



# FRIDAYTHORPE PARISH COUNCIL

*The highest Village on the Yorkshire Wolds*



## MINUTES

### Minutes of the Meeting of Fridaythorpe Parish Council Monday 5<sup>th</sup> October 2015, 7pm St Mary's Church, Fridaythorpe

Present: Daniel Scullane (DS) (Chair), Brendan O-Donnell (BOD) (VC), Ken Falkingham (KF), Sue Halfpenny (SH)

In Attendance: Laura Waites (LW) (Clerk)

Apologies: Cllr Andy Burton (CAB)

Item	Detail	Action
1510.01	<p><u>Welcome and Apologies</u> DS opened the meeting. LW reported that apologies had been received from CAB. DS reported that MS had offered his resignation from the Parish Council and the Parish Council noted their appreciation for the hard work MS had done during his time with the council. LW advised that there were currently three vacancies on the Parish Council.</p>	
1510.02	<p><u>Declarations of interest</u> DS gave a reminder of the need for confidentiality and to declare any interests, pecuniary or non-pecuniary; none declared.</p>	
1510.03	<p><u>Open Forum</u> There were no matters raised by residents in the open forum.</p>	
1510.04	<p><u>Minutes of the last meeting</u> DS proposed and SM seconded that the minutes of the meeting held on 10<sup>th</sup> August 2015 were a true record and could be approved; all agreed.</p>	
1508.05	<p><u>Matters arising</u> The following matters arising from the minutes were considered:</p> <ol style="list-style-type: none"> <li>1. LW to send DS the joint access forum report for details.</li> <li>2. Streetscene – BOD reported that he had raised an issue with oil in pond with the environment agency and was awaiting a response. LW advised that a reminder had been received about the use of outstanding community partnership grant funding which may be possible to use for further pond maintenance. LW to check if the funding still available can be used for this purpose or whether it needs to be transferred back to the East Riding of Yorkshire Council. DS reported that he had noticed that someone was regularly dumping rubbish opposite his house on the main road and will keep this under review to be addressed if it continues to be a problem.</li> <li>3. Phonebox - LW to progress whether a customer bus time table can be put on the shelter</li> </ol>	<p>LW</p> <p>LW</p> <p>DS</p> <p>LW</p>

	<p>and the position regarding moving or removal of the telephone box.</p> <p>4. Shelter – LW advised that the shelter is being reviewed to see if anything else needs doing to maintain it.</p> <p>5. Litter picking – DS has created a draft rota for litter picking on Sundays and circulated a copy to all for comments. The initiative is to run from 25<sup>th</sup> October and take place every two weeks and will be based on councillors and residents volunteering together. A newsletter is to go out to all residents to promote the scheme and ask for volunteers. LW advised there may be a grant for the initiative to fund the purchase of equipment and will check this. DS is to investigate storage of the equipment.</p> <p>6. Allotments – A working group is to be formed to take forward the allotment scheme. It was agreed that KF lead on the formation of a group to review the allotments project which would report back to the Parish Council.</p> <p>7. Community Hall – DS advised that MS had contacted Seaways about use of their building for parish council meetings and events but had been advised it was not possible to use the building out of hours. LW is to forward ABN contact details to DS so that DS can contact them about options for use of meeting space and also to review the position regarding the offer of land for community use. LW is to advise GR that there will be a discussion at the next meeting in December regarding the community hall proposal.</p>	<p>LW</p> <p>DS LW</p> <p>DS</p> <p>KF</p> <p>LW</p> <p>DS</p> <p>LW</p>
1510.06	<p><u>Correspondence</u></p> <p>LW reported on a number of items of correspondence that had been received by post / email including a number of community newsletters and event flyers. A public transport consultation event is being run by ERYC at a number of venues in the area. SH is to attend the Pocklington session on 12 October.</p>	<p>SH</p>
1510.07	<p><u>Planning Applications</u></p> <p>LW reported that there were two planning applications to consider and circulated the details. The parish council had no comments on the plans.</p>	
1510.08	<p><u>Budget update and Payments</u></p> <p>LW circulated authorised signatory forms from the bank regarding the two parish council accounts. With the resignation of MS the signatory arrangements need reviewing. It was agreed that DS and BOD be approved as the authorised signatories and complete the forms at the end of the meeting.</p> <p>LW reported that the results of the audit of last year’s accounts had been received with no further queries. The audit notice is to be published on the notice board.</p> <p>LW reported that cheque had been received from the Northern Powergrid and will review last year’s record to see if this is in line with previous arrangements.</p> <p>LW has contacted the grass cutting provider to advise that payments had been approved but were delayed due to handover to a new Parish Council.</p> <p>DS queried if the Parish Council should join the ERNLLCA local councils association for training and support for new parish councillors. It was agreed that LW check the annual rate and make the arrangements.</p>	<p>DS/BOD</p> <p>LW</p> <p>LW</p> <p>LW</p>



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1510.09	<p><u>Any other business</u>          DS raised the parish council website and it was agreed that DS look at how it could be updated and rebranded. LW to check existing costs and arrangements and let DS have administrator log in details for the current website. DS reported that SH has written a draft blog and this would be a good idea to put on the website however it does need to be in line with the social media policy. It was agreed that DS progress the review.</p> <p>DS raised the publication of the next parish newsletter. It was agreed that a copy be produced to cover details of the litter picking scheme; the parish council vacancies and details of new councillors. In future it will be produced quarterly and LW will check the budget for production costs.</p> <p>LW is to get keys cuts for DS and BOD for the noticeboards and publish the schedule of meeting dates.</p>	<p>DS LW</p> <p>DS LW</p> <p>LW</p>
1510.10	<p><u>Dates of next meeting</u>          It was agreed that the next meetings will be on Monday 7<sup>th</sup> December 2015 at 7pm.          A Christmas event committee is to meet on 12 December to be arranged by BOD. The parish council agreed that it would make a donation to the event; the funding is to be approved before the meeting.</p> <p>Future parish council meeting dates were agreed as follows:          1 Feb 16 (DS gave advanced apologies; BOD to chair)          11 April 16          6 June 16 (APM meeting at start, to be held at the church)          1 Aug 16          3 Oct 16          5 December 16          All to start at 7pm. DS to confirm if they can be held at ABN.</p>	<p>BOD</p> <p>DS</p>
1510.11	<p><u>Close</u>          DS closed the meeting at 8.30pm.</p>	