**PARISH COUNCIL OF FRIDAYTHORPE (FPC)**

**Minutes of a Meeting of the Parish Council (PC) held Tuesday 18th June 2019 at 19:30 hrs at ABN Mill, Fridaythorpe.**

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

**OPEN FORUM**

Nothing was discussed here.

Meeting started at 19:30 hrs

* + - 1. **Welcome and Apologies** – Ward Cllr Hammond.
			2. **Declarations of Interest** – Cllr Hemesley declared a non-pecuniary interest in ABN Mill given that his wife is an employee of ABN.
			3. **Minutes of Previous Meeting –** Cllr Falkingham noted that Kath Dyson had been spelt incorrectly in the minutes. Cllr Hemesley also noted that the vicars name was spelt incorrectly. ACTION: Clerk to amend the minutes with the correct spelling and re-publish these on the website. The minutes from 22nd May 2019 were then amended and signed as a true and accurate record
			4. **Matters Arising (including outstanding actions)**

**Brown Tourist Sign for the Church**

Cllr Hemesley reported that he will be attending the PCC meeting on the 3rd of July where this will be raised. ACTION: Cllr Hemesley to update the PC at the next meeting.

**Village Green Signs**

The clerk has produced the laminated signs and Cllr Hynes has purchased the posts as agreed. Cllr Hynes will erect the posts in the next couple of weeks.

**Pontoon**

Cllr Hemesley is trying to find out who has ownership of the shelter in order to progress the repair of the rotten leg. ACTION: Cllr Hemesley to contact National Trail. ACTION: Clerk to agenda this for the next meeting.

**Barclays**

The clerk confirmed that she has spoken to Barclays about internet access and they will be sending her the card reader and pin in the next five working days.

**Church Finger Posts**

The clerk informed the PC that the fingerpost on the village green will be replaced by ERYC by the end of Summer.

**Memorial to Kath Dyson**

Cllr Hynes is to speak to the resident regarding making this sign. ACTION: Cllr Hynes to update the PC at the next meeting.

**Financial Regulations**

The clerk had produced a works order spreadsheet prior to the meeting and circulated to all members of the PC. Cllr Hynes made some amendments to this and all were happy in the meeting to adopt his version going forward. ACTION: Clerk to use this spreadsheet for future payments.

The clerk brought along the Annual Governance Statements at the request of Cllr Hemesley. Cllr Hynes and Cllr Hemesley both agreed that this request superseded the Internal Auditors report that had recently been sent. Given that there are no areas for improvement in the report, the Cllrs were happy that the PC were compliant in all areas of financial governance. Cllr Hemesley asked the clerk if a risk assessment needed to be conducted. The clerk explained that the risks to the finances are managed by having two signatories in place to avoid any fraudulent activities and all finances are published on the website to maintain transparency. All transactions are documented in the minutes and the internal auditor has confirmed that this is an effective system. Following this discussion, it was agreed that the PC continuously risk assess the finances using these methods and that nothing else is needed.

* + - 1. **Accounts**

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

Cheques were written for the following;

Emma Fletcher (Internal Auditor) - £178, chq no. 100588. Signed by Cllr Hemesley and Cllr Hynes.

HMRC (Voided cheque as wrong amount entered) – chq no. 100589.

HMRC (Clerks PAYE contributions) - £4.50, chq no. 100590. Signed by Cllr Hemesley and Cllr Hynes.

Samantha O’Connor (Clerks Salary) - £457.50, chq no. 100591. Signed by Cllr Hemesley and Cllr Hynes.

Kevin Hynes (Purchase of finger posts for village green signs) – £5.94, chq no. 100592. Signed by Cllr Hemesley and Cllr Falkingham.

* + - 1. **VE Day Commemorations**

The clerk noted that this will be a rolling agenda item so that it can be discussed in the approaching months. Nothing further was discussed.

* + - 1. **Internal Auditors Report**

The clerk had circulated the Internal Auditors report prior to the meeting and commented that the PC were financially complaint in all areas. Cllr Hemesley thanked the clerk for her work in completing the Annual Report and ensuring the PC are financially transparent and in-line with governance standards.

* + - 1. **Proposed Communications Installation of Smart Meter, Main Street (pre-planning application)**

Arqiva had written directly to the PC as part of their consultation into installing a 12m mast and electronic communications apparatus. There was some confusion as to the location as the pre-planning application stated it would be on Main Street, but the application submitted through ERYC stated it will be on land South of North View, Wetwang Road. It was established that the mast and apparatus would be on the latter given the plans that were supplied. A discussion was held, and Cllr Hemesley proposed to support this application, Cllr Hynes seconded this and Cllr Falkingham agreed. ACTION: Clerk to respond to the ERYC application.

* + - 1. **Newsletter**

Cllr Hemesley advised that he has yet to write this. ACTION: Cllr Hemesley to update the PC at the next meeting.

* + - 1. **Community Issues**

Cllr Falkingham mentioned that he had been approached again by a Wold View resident who has complained about the parking. Cllr Hemesley advised Cllr Falkingham that ERYC have approved new parking spaces but funding needs to become available for this. ACTION: Cllr Hemesley will chase the status of this with ERYC and update the PC at the next meeting.

* + - 1. **Correspondence**

The clerk enquired as to whether the resident who cuts the churchyard grass is paid by either the PC or the PCC. She felt that the resident should be given some remuneration for this kind service as without them, the churchyard would look unkept. Cllr Hemesley noted that the PCC used to pay the resident, but he doesn’t think this has been happening. The clerk asked Cllr Hemesley to speak to them at their PCC meeting in July. She also advised that the PC are allowed to give a donation to the PCC for churchyard maintenance so the PC could in fact fund this. ACTION: Cllr Hemesley to update the PC at the next meeting.

Cllr Hemesley reported that the pub did not sell at auction and is still on the market.

The clerk had sent an email to all Cllrs to pass on to relevant parishioners regarding thieves in the area targeting farms and stealing diesel and tools. The suspicious vehicle involved is a Blue Subaru Estate with registration plate BD56 AZT. The Police are asking if there any sightings to notify the Police using 101. Cllr Hemesley advised that he had passed on this information and the subject of the PC having a Neighbourhood Watch representative was raised. He explained that given the current lack of Cllrs there is no capacity for this. The clerk noted that in a previous meeting this was briefly discussed and there is crime information for residents published on the PC website under the ‘Crime’ page.

* + - 1. **Date of Next Meeting –** Wednesday 17th July, 7.30pm at ABN Mill.

There being no further business, the meeting closed at 20:23 hrs.

Signed as a true and correct record,

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