**PARISH COUNCIL OF FRIDAYTHORPE (FPC)**

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

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

Present: Cllrs Hemesley, Hynes, Falkingham and Wormald.

**OPEN FORUM**

The 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. **Co-Option of Councillor**

Cllr Wormald signed the Declaration of Acceptance form and Cllr Hemesley counter-signed this. ACTION: Clerk to send this form and Cllr Wormald’s Register of Interests form to ERYC. Cllr Hemesley took the copy of the Good Councillor Guide and noted that he would pass this to Cllr Wormald after he had finished with it.

* + - 1. **Minutes of Previous Meeting –** The minutes from 21st August were signed as a true and accurate record.
      2. **Matters Arising (including outstanding actions)**

**Brown Tourist Sign for the Church**

Cllr Hemesley noted that the PCC are due to meet on the 23rd September and he will ask for an update then. ACTION: Cllr Hemesley to report back to the PC at the next meeting.

**Ownership of Shelter by the Pond**

Ward Cllr Hammond had emailed the clerk explaining that he had spoken to Paul Bell, Head of Economic Development and Communications. Paul Bell has agreed that after Asset Strategy have conducted a survey of what works need doing, Economic Development will commission and pay for the works, at no cost to the PC. Once this has been completed, future management arrangements will be discussed. ACTION: Cllr Hemesley to liaise with Ward Cllr Hammond so that the PC can be present at the survey.

**Memorial to Kath Dyson**

Cllr Wormald showed a photo of the finished mounted plaque and asked where it is to be installed. It was agreed that it should be placed in the middle of the flower bed. Cllr Hemesley informed the PC that Mr Dyson has volunteered to take over the management of this area, Cllr Hemesley extended his thanks on behalf of the PC for this.

**Community Funded Informal Crossing/ Pedestrian Refuge**

ACTION: PC to get an update from Ward Cllr Hammond at the next meeting.

**Community Speed Watch**

The clerk has emailed the organiser of the project to ask if Fridaythorpe are still on the list. She has had a response stating that this has been launched in two villages, but training is being rolled out in other villages. The clerk should receive further communication as to whether Fridaythorpe met the criteria. ACTION: Clerk to report back at the next meeting.

* + - 1. **Accounts**

The bank statement was checked alongside the bank reconciliation. The bank reconciliation was signed by Cllr Hynes. ACTION: Clerk to get the bank statement signed at the next meeting for audit purposes.

Invoices for the following were received and approved for payment by all members of the PC;

MJ Thompson - £370 (village green cuts x 2)

Samantha O’Connor - £589.70 (Clerks salary)

HMRC - £20.80 (Clerks PAYE)

The clerk informed the PC that the BACS payment for her holiday entitlement, which was approved last month, did not process. Cllr Hynes confirmed that he had looked at the account and it had failed. As this had already been approved, she informed the PC that she would put this on the list of BACS payments again for approval.

ACTION: Clerk to make BACS transfers for the above payees.

* + - 1. **Planning Applications**

19/02842/PLF Erection of an agricultural building for pig rearing/ finishing with associated feed bins, hardstandings and access (Building 1 of 2). Location: Huggate Wold House, York Lane, Huggate.

19/02843/PLF Erection of an agricultural building for pig rearing/ finishing with associated feed bins, hardstandings and access (Building 2 of 2 ). Location: Huggate Wold House, York Lane, Huggate.

Cllr Hemesley advised the PC that he had spoken to neighbouring residents and there were no objections raised. A discussion was held, and Cllr Hynes proposed to support the application, Cllr Hemesley seconded this, and all were in agreement. ACTION: Clerk to inform ERYC of the PCs decision.

* + - 1. **Pond Liner**

Cllr Hynes stated that the pond liner is visible on the roadside of the pond and looks unsightly. As the pond level has remained the same for some time he asked if the PC could tidy up the liner. Cllr Hynes proposed that this be tidied up, Cllr Hemesley seconded this, and all were in agreement. ACTION: Cllr Hynes to trim the liner where necessary.

* + - 1. **Assets Risk Assessment Report**

Cllr Hynes carried out the risk assessment and has produced a report for the PC. There are several items that need attention and two picnic benches that need replacing as they are rotten. ACTION: Clerk to bring three prices for replacement benches to the next meeting. ACTION: Cllr Falkingham and Cllr Hemesley to obtain three quotes for the repair work required and bring these to the next meeting for approval.

* + - 1. **Parish Plan**

Cllr Hynes has received a parish plan from 2008 which he feels would be a good template if the PC were to produce one of these for the purpose of obtaining grants. Cllr Hynes thanked the resident who sent this information.

* + - 1. **Activation of Defibrillator**

Cllr Hynes informed the PC that this was activated in August and he has checked that the consumables are unused. He confirmed that nothing needed replacing. He reported that this is the second time that the defibrillator has been activated this year, the previous time was in July, so it is a good resource to have.

* + - 1. **Village Green Signs**

The clerk reported that she had seen cars parking next to the village green and asked if the signs should be moved. A discussion was held, and it was agreed that the permanence of these signs would be reviewed in Spring next year. In the meantime, the clerk should re-word the sign so that there is no ambiguity over ‘kerbside’. ACTION: Clerk to send the newly worded sign for approval before printing.

* + - 1. **Transport Champion**

The clerk has been asked by ERYC to confirm the name of the PC Transport Champion. Given that there are not many Cllrs, she has volunteered for this role. This can be reviewed when more Councillors join the PC.

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

Cllr Hemesley noted that he had posted this on Facebook, and this will also be in the newsletter. ACTION: Cllr Hemesley to follow this up on Facebook in the next month. ACTION: Clerk to agenda this for the next meeting.

* + - 1. **Emergency Plan**

The clerk has received new templates for the plan from ERYC. It was agreed to use template 1 as this the most appropriate for the parish. The clerk asked whether the list of names in the resources section were still current, it was confirmed that they were. ACTION: Clerk to populate the new template and publish it on the PC website and send to ERYC.

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

Cllr Hynes has written to the lady who brought this to the attention of the PC, asking that all relevant trusts and accounts are transferred to the PC. He noted that he didn’t have any information on the Village Fund, so he has been unable to progress this. ACTION: Cllr Hemesley to check to see if he has any further information to handover. ACTION: Cllr Hynes to provide an update at the next meeting.

* + - 1. **Newsletter**

Cllr Hemesley had sent the content to the clerk and she had circulated the completed document to all Cllrs prior to the meeting. It was agreed that this be distributed by the clerk and Cllrs in the next few days. ACTION: Clerk to print newsletters.

* + - 1. **Community Issues**

Cllr Hemesley has had several complaints from residents about rats at the pub. ACTION: Cllr Hemesley to report this to Environmental Health.

The clerk had asked the PC about the holiday let on Church Lane and if in the original application it had been applied for as a holiday let, as opposed to a private dwelling. Cllr Hynes confirmed that it hadn’t been listed as a holiday let but due to its size it would not need to go through a ‘change of use’ application. As it is a holiday let it will mean that the PC will receive no council tax for this property.

* + - 1. **Correspondence**

None.

* + - 1. **Date of Next Meeting –** Wednesday 6th November at 7.30pm, ABN.

There being no further business, the meeting closed at 20:45 hrs.

Signed as a true and correct record,

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