**PARISH COUNCIL OF FRIDAYTHORPE (FPC)**

**Minutes of a Meeting of the Parish Council (PC) held Wednesday 21st August 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 Ward Cllr Hammond.

**OPEN FORUM**

The meeting started at 19:35 hrs.

* + - 1. **Welcome and Apologies** – Matthew Wormald.
			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 Hemesley proposed to co-opt Matthew Wormald on as Parish Councillor, Cllr Falkingham seconded this and Cllr Hynes agreed. ACTION: Cllr to ensure Cllr Wormald signs the relevant forms at the next meeting.

* + - 1. **Minutes of Previous Meeting –** The minutes from 17th July were signed as a true and accurate record.
			2. **Matters Arising (including outstanding actions)**

**Brown Tourist Sign for the Church**

Cllr Hemesley had no further update on this. ACTION: Cllr Hemesley will ask the Church for an update on the application before the next PC meeting.

**Ownership of Shelter by the Pond**

Ward Cllr Hammond has been looking into this with ERYC, he noted that there is a contract between the original artist and ‘Visit Hull and East Yorkshire’ but that it hasn’t been signed. The organisation ‘Visit Hull and East Yorkshire’ is no longer operating. ERYC Transport department have explained that they do not have the budget to take ownership of the shelter. The ERYC Assets Strategy Department have however stated that they are happy to come and assess what work needs carrying out, but that they would not be covering the cost of this.

ERYC will try to resolve the contractual issues in the meantime. All Cllrs agreed that ERYC should come and assess the shelter. ACTION: Ward Cllr Hamond to organise this visit. ACTION: Ward Cllr Hammond to send a copy of the contract to the clerk.

**Memorial to Kath Dyson**

Cllr Hynes showed the PC the finished plaque. ACTION: Cllr Hynes to pass this to Cllr Wormald to organise installation.

**Smart Meter Planning Application**

Ward Cllr Hammond has reviewed this application and reported that there are currently four applications of this kind going through ERYC. The smart meters need to be placed in the chosen locations as they are nearest the houses they will serve.

**Parking Spaces on Wold View**

Ward Cllr Hammond has spoken to ERYC regarding this, who have since carried out another site visit. ERYC have agreed that this needs addressing but currently there is no budget for it. Ward Cllr Hammond assured the PC that this would remain on ERYCs list of projects until funding becomes available.

* + - 1. **Accounts**

The bank statements were checked alongside the bank reconciliation and the new schedule of payments. The bank statement and reconciliation was signed by Cllr Hynes. The schedule of payments was signed by Cllr Hynes and Cllr Hemesley.

The clerk stated that it had come to her attention that she had never claimed her holiday entitlement during her time as clerk. After advice from ERNLLCA, she has submitted an invoice from her start date until the end of May 2019. Going forward, holiday entitlement will be claimed with her quarterly invoices.

An invoice for the following was received and approved for payment by all members of the PC;

FPC1920-02 Sarah Webster (memorial plaque) - £30.

FPC1920-03 ERNLLCA (Good Councillor Guide) - £4.77

FPC1920-04 JRB Enterprises (Dog waste bags) - £62.40. These had not been ordered but the clerk was seeking approval to order them. The payment will be made to JRB Enterprises by the clerk and subsequently claimed back by the clerk.

Samantha O’Connor (Holiday entitlement) - £441.47

ICO (Data protection fee) - £35. It was agreed by the Cllrs to set up a direct debt for this which will ensure it automatically gets paid and also reduces the annual fee by £5.

ACTION: Clerk to make BACS transfers and set up a direct debit for the above payees.

* + - 1. **Planning Applications**

19/01902/TELCOM Installation of a 12.0m mast and electronic communications apparatus comprising of smart meter 3G omni antenna at 11.6m high, a smart metering GPS antenna at 12.3m high, a smart metering 0.8m omni antenna at 12.8m high and ancillary works. Location: Land South of North View, Wetwang Road, Fridaythorpe. The notification from ERYC stating that this does not need prior approval from ERYC was read out by the clerk.

* + - 1. **September Village Action Day Date**

Sunday 15th September at 10am-12pm was agreed on. ACTION: Cllr Hemesley to put this information on Fb. ACTION: Clerk to put notices up on the boards.

* + - 1. **Village Assets Annual Risk Assessment**

Cllr Hynes confirmed that he would carry this out on the assets that require risk assessing. ACTION: Cllr Hynes to update the PC at the next meeting.

* + - 1. **Community Funded Informal Crossing/ Pedestrian Refuge**

Cllr Hynes informed the PC that there has been a change in legislation which means that PCs can pay for their own refuge or pedestrian crossing. Ward Cllr Hammond offered to find out rough costings on a refuge and whether or not ERYC would carry out the work. ACTION: Ward Cllr Hammond to update the PC at the next meeting.

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

A discussion was held and it was agreed that the PC ask villagers what they would like to do for this event. Volunteers will also be asked for. ACTION: Cllr Hemesley to post this information on Fb.

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

Cllr Hemesley handed the documents to Cllr Hynes at this point. ACTION: Cllr Hynes to give an update at the next meeting.

* + - 1. **Newsletter**

Cllr Hemesley has produced the Chairs content and will send this to the clerk to enter into the template. ACTION: Cllr Hemesley and the clerk to edit the content before publication.

* + - 1. **Community Issues**

The clerk had sent an email to all Cllrs prior to the meeting about the launch of Community Speed Watch. ACTION: Clerk to contact the scheme and ask if Fridaythorpe will be getting this as the clerk has not heard anything further. It was agreed that a list of volunteers would be needed to carry out the campaign.

Cllr Hynes noted that the village green signs seem to be having some positive impact. Cllr Hemesley had asked the clerk to print off some leaflets for under windscreen wipers. Cllr Hemesley now has these leaflets and confirmed that he has some volunteers to distribute them when necessary.

* + - 1. **Correspondence**

The clerk has received a copy of the Good Councillor Guide from ERNLLCA.

* + - 1. **Date of Next Meeting –** Wednesday 18th September 7.30pm at ABN Mill.

There being no further business, the meeting closed at 20:35 hrs.

Signed as a true and correct record,

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