**PARISH COUNCIL OF FRIDAYTHORPE (FPC)**

**Minutes of a Meeting of the Parish Council (PC) held Wednesday 22nd May 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** – None.
      2. **Nominations for Chair** – Cllr Falkingham proposed Cllr Hemesley for the role and Cllr Hynes seconded this. Cllr Hemesley accepted the position.
      3. **Declaration of Acceptance Forms and Register of Interest Forms** – All Cllrs completed the declaration forms and handed them to the clerk. Cllr Hynes and Cllr Falkingham completed the register of interest forms and handed these to the clerk. ACTION: Cllr Hemesley to complete his register of interests form and hand back to the clerk before the next meeting. ACTION: Clerk to forward these to ERYC.
      4. **Nominations for ERNLLCA Representative** – Cllr Hemesley volunteered for the role. ACTION: Clerk to inform ERNLLCA.
      5. **Declarations of Interest** – Cllr Hemesley declared a non-pecuniary interest in ABN Mill given that his wife is an employee of ABN.
      6. **Minutes of Previous Meeting –**The minutes from 17th April 2019 were signed as a true and accurate record.
      7. **Matters Arising (including outstanding actions)**

**Brown Tourist Sign for the Church**

Cllr Hemesley reported that he has completed the pack as far as possible from the PC side and will liaise with the Church in order to complete the remaining sections. ACTION: Clerk to check with Cllr Hemesley on the progress of this at the next meeting.

**Footpath on Corner of Main Street**

The clerk reported that she had reviewed the footpath and it looked like it had ben cleaned. Cllr Hemesley noted that the resident who had originally reported this had cleaned this himself. ERYC had informed Cllr Hemesley that the footpath outside the residents’ door was the residents responsibility. It was agreed that no further action would be taken on this.

**Website**

The clerk had noted that she had not checked any links recently as the website had been down for the last two weeks. Cllr Hynes commented that he had checked some of the links after the outage and they were working.

**Village Action Day**

This didn’t go ahead as planned on the 19th May and it was agreed by the PC that another was not needed to be scheduled at present.

**Asset Register**

The clerk contacted the insurance company regarding the land value placed on the village green slope. They responded stating that this will not affect the insurance premium.

**Village Green Signs**

Cllr Hemesley stated that the posts he has are not suitable for this. Cllr Hynes agreed to source some rounds posts. ACTION: Cllr Hynes to purchase posts. ACTION: Clerk to produce signs once it has been confirmed when the work will be carried out.

**Pontoon**

Cllr Hemesley needs to report the rotten leg. ACTION: Cllr Hemesley to update the PC on the progress of this at the next meeting.

* + - 1. **Accounts**

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

A cheque was signed by Cllr Hemesley and Cllr Falkingham for the following;

MJ Thompson - £185, chq no. 100587 (grass cutting).

The clerk reported that she had received a letter from Barclays stating that the mandate change has been successful. To-date she has not received any online access passwords. Cllr Hynes advised her to phone the change team and organise this. ACTION: Clerk to speak to Barclays and update the PC at the next meeting.

* + - 1. **Church Finger Posts Sign**

The clerk had been contacted by ERYC asking if the fingerpost on the village green for the Church could be replaced at no cost. The PC agreed that this could be renewed with the same wording as the current post. ACTION: Clerk to respond to ERYC accordingly.

* + - 1. **Village Pub**

Cllr Hemesley reported that there had been a closed auction two Fridays ago so it should see some movement in the next few months.

* + - 1. **Clerk Contract**

The clerk brought a model contract from ERNLLCA and this was signed by both the clerk and the Chair.

* + - 1. **Group Objection to HMP Full Sutton Planning Application**

The clerk had circulated a request to all Cllrs prior to the meeting from the clerk at Full Sutton and Skirpenbeck PC. The PC were asking for group support on an objection letter regarding the mega prison. A discussion was held and all members of the PC agreed to adding the PC name to the letter.

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

All Cllrs agreed that the PC would organise something to mark this event in May 2020. ACTION: To keep this on the agenda as a rolling item.

* + - 1. **Memorial to Kath Dyson**

Cllr Hemesley noted the sad passing of Kath Dyson and commented that he had been approached by residents requesting a memorial plaque by the garden she maintained. All were in agreement that the PC would organise and fund this. ACTION: Cllr Hynes to liaise with a resident regarding making the sign. ACTION: Cllr Hemesley to speak to a resident about the wording for the plaque**.**

* + - 1. **Newsletter** – Deferred until the next meeting.
      2. **Financial Regulations**

The clerk had circulated these prior to the meeting and asked that the PC adopt these and publish them on the website.

Cllr Hynes suggested that the clerk produce a works order spreadsheet in line with the FRs detailing usual payments such as salary and grass cutting. ACTION: Clerk to produce a spreadsheet for the next meeting. ACTION: Clerk to publish the FRs on the website.

Cllr Hemesley suggested that the PC should have a thorough understanding on the annual governance statements issued by the external auditor. ACTION: Clerk to agenda ‘Financial Governance’ for the next meeting and bring the list of governance statements.

* + - 1. **Dairy of Tasks and Events**

The clerk had sent a spreadsheet detailing regular tasks to all Cllrs prior to the meeting. The village action day was added to this as well as the VE Day commemorations. ACTION: Clerk to amend the spreadsheet accordingly.

* + - 1. **Community Issues**

The clerk reported that her two dogs were attacked by another dog who was not on the lead whilst walking round the village green. The dog in involved did not have a collar on which proved further difficult for the owner to control it. Cllr Falkingham also reported that his dog was attacked on the village green by another dog also not on a lead. The clerk asked that residents respect others in the village and keep their dog under control. She emphasised that dogs should be kept on leads by law under the 1871 Dogs Act. Cllr Hynes asked that if any residents are subject to this type of incident that they should report this to the PC so that further action can be taken.

Cllr Hemesley updated the PC that the Church has a new Vicar, Jackie Tonkin. She is serving Fridaythorpe, Fimber, Thixendale and Sledmere parishes. The first PCC meeting is scheduled for June 2019.

* + - 1. **Correspondence**

None.

* + - 1. **Date of Next Meeting –** Tuesday 18th June, 7.30pm at ABN Mill.

There being no further business, the meeting closed at 20:28 hrs.

Signed as a true and correct record,

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