**PARISH COUNCIL OF FRIDAYTHORPE (FPC)**

**Minutes of a Meeting of the Parish Council (PC) held Wednesday 4th December 2019 at 19:30 hrs at ABN Mill, Fridaythorpe.**

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

Present: Ward Cllr Hammond, Cllrs Hynes, Falkingham and Wormald. One member of the public was present.

**OPEN FORUM**

Ward Cllr Hammond reported that he is still progressing the issues with the bus shelter and pedestrian refuge. He is trying to organise a second site visit to survey the shelter and a site visit for determining the location of the refuge. He will update the PC as soon as he has any further information. ACTION: Ward Cllr Hammond to report back at the next meeting.

The meeting started at 19:50 hrs.

* + - 1. **Welcome and Apologies** – Cllr Hemesley.
      2. **Declarations of Interest** – None.
      3. **Minutes of Previous Meeting –** The minutes from 6th November were signed as a true and accurate record.
      4. **Matters Arising (including outstanding actions)**

**Village Green Signs**

The clerk handed the new signs to Cllr Hynes.

**Fridaythorpe Charity Funds Update**

Cllr Hynes is waiting for the telephone number from Cllr Hemesley to progress this. ACTION: Cllr Hemesley to obtain this for Cllr Hynes.

**Picnic Bench**

The clerk has contacted Nisbets and asked for a proforma invoice. An account is being created so that this can be sent. ACTION: Clerk to bring the invoice to the next meeting for approval and payment.

**Emergency Plan**

The clerk asked about replacing the emergency plan in the box in the church given that access is now restricted. Ward Cllr Hammond suggested keeping the emergency box in the red telephone box once it has been adopted. It was agreed that this would be addressed once the PC purchase the BT box.

**Red Telephone Box**

The clerk has responded stating that the PC wish to purchase it.

**Erosion of Footpath Near Whitfields**

The clerk received a phone call from ERYC who had conducted a site visit and agreed that the footpath needs resurfacing. ERYC have requested a works order but informed the clerk that work was unlikely to be carried out in this financial year. Cllr Hynes and Wormald commented on the poor state of the footpath on Back Street opposite the green. ACTION: Clerk to report this to ERYC.

**ABN Conservation Project**

The clerk has asked ABN in what capacity they feel the PC can help with the planting of trees on the ABN site. The clerk is awaiting a response.

* + - 1. **Accounts**

The bank statement was checked alongside the bank reconciliation. The bank reconciliation was signed by Cllr Wormald and Hynes. The schedule of payments was signed by Cllr Hynes and Cllr Wormald. The clerk noted that the PC had received the annual donation from ABN for £300.

The clerk advised that the PC insurance was up for renewal and provided three quotes to the Cllrs. Cllr Falkingham proposed that the PC remain with Hiscox and Cllr Wormald seconded this, all were in agreement.

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

Samantha O’Connor - £6.59, purchase order no. FPC1920-06 (laminate pouches)

Samantha O’Connor – (salary)

HMRC – £101.60 (clerks PAYE)

Came and Company - £330 (insurance)

Kevin Hynes - £211.76, purchase order no. FPC1920-07 (Festive Fridaythorpe expenses)

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

* + - 1. **Planning Applications**

19/00914/PLF Erection of a dwelling and associated works. Location: Land North of Edmonds Farm, Back Street, Fridaythorpe. The decision by ERYC to refuse the application was read out by Cllr Hynes.

* + - 1. **Review and Adoption of HR Policies**

Cllr Hynes had produced and circulated relevant HR polices relating to the clerk’s contract. All were happy to adopt these. ACTION: Clerk to publish the Equal Opportunities, Health and Safety and Safeguarding policies on the PC website. ACTION: Clerk to store an electronic copy of the Grievance and Disciplinary policies for employees and volunteers.

* + - 1. **Village Footpaths**

This had been covered in agenda item no. 4.

* + - 1. **Agenda Items for Western Parishes Liaison Meeting**

Ward Cllr Hammond gave a brief overview of the purpose of the meetings.

Cllr Hynes suggested the following topics to be listed on the next agenda;

* Gritting patterns – the road to Pocklington is not a Primary gritting route between A166 and Millington restricting access to services.
* Rural thefts increase - Cllr Hynes noted that other PCs have installed CCTV and ANPR cameras to act as a deterrent.
* Dog Fouling – the clerk noted that there was large amount of dog waste from the corner of Main Street continuing about halfway up going out of the village. She did not feel that this was a repeat offender as there has been no more left.

All agreed that these items should be raised. ACTION: Clerk to email Ward Cllr Hammond.

* + - 1. **NALC Smaller Councils Committee Votes for PC Representative**

This had been circulated to all Cllrs by the clerk prior to the meeting. A brief discussion was held, and it was agreed that no nominations be put forward.

* + - 1. **Strengthening Police Powers to Tackle Unauthorised Encampment Consultation**

This had been circulated to all Cllrs by the clerk prior to the meeting. A brief discussion was held, and it was agreed that it does not affect the parish. No response required.

* + - 1. **Potential Study for CCTV/ number plate recognition cameras at village entrances to combat long response times**

This was discussed under agenda item no. 9. The clerk suggested putting an article in the next newsletter asking residents if this would be something they would support. It was agreed that the next publication should go out in January. ACTION: Clerk to agenda the newsletter and content for the next meeting.

* + - 1. **Dog Fouling**

Cllr Hemesley had asked for this to be on the agenda and had been discussed under agenda item no.9. Cllr Hynes suggested a post on Fb. ACTION: Clerk to send Cllr Hemesley details of how residents can report any incidents of dog fouling.

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

It was agreed that another reminder to residents would be sent out in January and if nothing has come back by February, the PC would go ahead and plan the event. ACTION: Clerk to put on the next agenda.

* + - 1. **Festive Fridaythorpe Update**

A discussion was held regarding the outstanding actions. Cllr Hynes will email Cllr Wormald a list of actions as agreed.

* + - 1. **Community Issues**

The clerk noted that there have been several recent reports of a group of people snatching dogs. The police are aware of this and ask residents to remain vigilant.

* + - 1. **Correspondence**

The clerk wanted it noting that she would be on paid annual leave from the 21st to 31st December inclusive. There were no objections raised to this.

‘Co-option of a Cllr’ had not been included on the agenda and the clerk confirmed that it had to be a separate agenda item. ACTION: Clerk to agenda this for January. ACTION: Clerk to drop off the relevant form to the resident before the next meeting.

* + - 1. **Date of Next Meeting –** 8th January 2020 at ABN, 7.30pm

There being no further business, the meeting closed at 20:39 hrs.

Signed as a true and correct record,

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