**PARISH COUNCIL OF FRIDAYTHORPE (FPC)**

**Minutes of the Annual Parish Meeting and the Parish Council (PC) meeting held on Wednesday 17th April 2019 at 19:00 hrs at ABN Mill, Fridaythorpe.**

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

**ANNUAL PARISH MEETING**

1. **Minutes of the last Annual Parish Meeting held in April 2018**

The clerk noted that given the state that the PC were in last year no APM was held so there were no minutes to sign.

1. **Reports: Chairman, Finance**

**Finance**

Fridaythorpe Parish Council Financial Report for 2018/19

Produced by the Responsible Financial Officer (Samantha O’Connor)

The Parish Council was awarded a precept amount of £4500 in April 2018 which we have spent within this budget throughout the financial year. There has been no large expenditure outside of the usual budgets with the regular running costs of ERNLLCA membership, PC insurance and salary for the clerk continuing. We have not had a request by the PCC for a donation towards the church for this financial year. The PC only had three grass cuts carried out within 2018/19 due to the unusually dry summer.

Budget areas were set in 2018/19 by the clerk to help determine the PCs spending and assist with setting the precept, as follows (figure in brackets is the percentage of the precept used for this);

Salary and Expenses £1000 (22%)

Grass Cutting £1300 (29%)

Running Costs £1500 (33%)

One-off items/contingency £700 (16%)

The clerk has added a budget area for 2019/20 to include the maintenance of the defibrillators and recalculated the budget areas based on the last financial year as follows;

Salary and Expenses £1400 (31% - this has increased by 9%)

Grass Cutting £1300 (29% - this has remained the same)

Running Costs £1200 (27% - this has decreased by 6%)

One – off items/ contingency £300 (7% - this has decreased by 9%)

Defibrillator £300 (7% - this has increased by 7%)

There is now an emergency box including an emergency plan situated within the Church. Items were purchased for this as recommended by ERYC including a radio, first aid kit, torches and stationary in the event of a village emergency.

Cllr Hynes was instrumental in rejuvenating the Yorkshire Rose sign by the crows’ nest and two decals were purchased to make this happen.

The PC are now required to pay a Data Protection registration fee in line with the new Data Protection Laws, this will now be an annual fee of £40.

Our current reserves are £4,426.02 in the current community account and £9252.17 in the business savers account. The PC have ear-marked the reserves in the business savers for helping run the two defibrillators in the parish as these are on-going costs.

The precept was kept the same at £4500 for 2019/20 by the PC when setting this in December 2018, this payment will arrive in the account sometime in April 2019.

We continue to organise Festive Fridaythorpe thanks to the generous donation of ABN Mill and to volunteers within the parish.

**Meeting closed at 19:04 hrs.**

**PARISH COUNCIL MEETING**

**OPEN FORUM**

Cllr Leo Hammond introduced himself as the new Ward Councillor candidate and asked the PC if there were any issues they were facing. The PC noted the following concerns;

* Dog-fouling
* Speeding
* The detrimental impact of the village pub on the aesthetics of the village
* Poor bus service
* The increasing responsibilities being put on the PC with no communication to residents from ERYC

Cllr Hammond thanked the PC for their input and commented that he is keen to promote how PCs and Town Councils work together for the benefit of the community.

**Meeting started at 19:30 hrs**

* + - 1. **Welcome and Apologies** – None.
      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 –**The minutes from 19th March 2019 were signed as a true and accurate record.
      4. **Matters Arising (including outstanding actions)**

**Brown Tourist Sign for the Church**

Cllr Hemesley had no further update on this. ACTION: Clerk to check with Cllr Hemesley on the progress of this at the next meeting.

**Barclays**

The clerk has taken her forms into Barclays to be certified and has now posted them back to the mandate change team.

**Off – Road Biking**

Nothing more has been reported regarding this.

**Village Pub**

Cllr Hemesley has sent a letter to Criterion Management but has not had a response. Since this, the pub has been listed for sale and it was agreed that the PC would wait to see what happens in the next month. ACTION: Agenda this for the next meeting.

**Footpath on Corner of Main Street**

It was not confirmed whether this had been done. ACTION: Clerk to check the state of the footpath and report back at the next meeting.

**Community Speed Watch**

The clerk has responded to David Hudson with the preferred locations and will report back to the PC once she has heard an update.

**Website**

The clerk has started to remove old documents from the site and to slimline the pages. Cllr Hemesley noted that many of the links do not work. ACTION: Clerk to check each link before the next meeting and rectify.

**Newsletter**

Cllr Hemesley stated that this would be now produced after the elections. ACTION: Clerk to agenda this for the next meeting.

**Village Action Day**

This was held on the 14th April and was a success. To encourage more residents to participate it was decided that a notice should be put up in the garage and on each noticeboard in advance of the next one. It was agreed that the next day be held on the 19th May. ACTION: Clerk to produce the notices. ACTION: Cllr Hemesley to put the information on Fb.

* + - 1. **Accounts**

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

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

ERNLLCA (Membership fees) - £270.96, cheque no.100586

* + - 1. **Planning Applications**

18/03748/PLF Conversion of redundant agricultural building to dwelling with associated works and infrastructure (AMENDED PLANS). Location: Land and building North of Orchard Cottage, Wetwang Road, Fridaythorpe. The decision by ERYC to approve this was read out by the clerk.

19/00914/PLF Erection of a dwelling and associated works. Location: Land North of Edmonds Farm, Back Street, Fridaythorpe.

Cllr Hynes reported that there were two valid objections already made to ERYC from the neighbouring properties.

A discussion was held and it was noted that the main concern was the restrictive size of the site and where the building materials would be stored during the build. Cllr Hemesley proposed to object to the application, Cllr Hynes seconded this and all were in agreement.

* + - 1. **Asset Register Review and Risk Assessment**

The clerk had circulated the up-to-date register to all Cllrs prior to the meeting. A wheelbarrow was added to the register, the megaphone was removed and Cllr Hemesley confirmed that he would check with a resident as to whether there was still a tractor snow shovel.

Cllr Hynes asked the PC if they were happy for him to measure the slope on the green and put a land value on it for the purpose of the register, all were happy for him to do this. ACTION: Clerk to amend the register accordingly before sending this to the internal auditor. ACTION: Clerk to contact the insurance company with the updated asset register.

In terms of the risk assessment for each asset, it was agreed that these would be carried out at each village action day.

* + - 1. **Annual Return – Signing of Exemption Certificate**

This was completed by the clerk prior to the meeting and was then signed by the clerk and Cllr Hemesley.

* + - 1. **Annual Return – Approval of Annual Governance Statements**

Cllr Hemesley read out the statements to the PC before completing the form. The clerk and Cllr Hemesley both signed the form.

* + - 1. **Annual Return – Approval of Accounting Statements**

The clerk had completed the form prior to the meeting and this was then signed by the clerk and Cllr Hemesley. ACTION: Clerk to send the completed return along with relevant documents to the internal auditor.

* + - 1. **Village Pub**

This had already been discussed in the Matters Arising section.

* + - 1. **Preserving Village Green – Possible Signage**

After some discussion it was agreed that kerbside would be the better side for visitors to park on near the village green. Cllr Rees offered to supply the posts for the signs to be nailed to. ACTION: Clerk to produce 3 notices to read “Please respect our village green and park kerbside”.

* + - 1. **Community Issues**

Cllr Hemesley reported that one of the legs on the pontoon near the pond is rotten. ACTION: Cllr Hemesley to report this to ERYC.

* + - 1. **Correspondence**

None.

* + - 1. **Date of Next Meeting – 22ND May 2019 at ABN.**

There being no further business, the meeting closed at 20:14 hrs.

Signed as a true and correct record,

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