**PARISH COUNCIL OF FRIDAYTHORPE (FPC)**

**Minutes of a Remote Meeting of the Parish Council (PC) held Wednesday 16th December 2020 at 19:00 hrs.**

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

Present: Cllrs Hemesley, Hynes, Prendergast, Wormald and Parker. Ward Cllr Hammond was also in attendance.

**OPEN FORUM**

Nothing was discussed here.

The meeting started at 19:03 hrs.

* + - 1. **Welcome and Apologies** – No apologies had been sent. Cllr Falkingham was not present.
      2. **Declarations of Interest** – None.
      3. **Approval of Previous Minutes**

The minutes from 18th November were proposed to be a true and accurate record by Cllr Hemesley, this was seconded by Cllr Prendergast and all agreed.

* + - 1. **Ward Cllr Report**

Ward Cllr Hammond reported that he had spoken to the ERYC Head of Assets Management and the manager that was dealing with this has now retired. ERYC will contact the clerk initially to check that they have a complete list of the issues. ACTION: Clerk to agenda for the next meeting.

Ward Cllr Hammond has asked ERYC to look at options for extra parking on Wold View and will update the PC at the next meeting.

* + - 1. **Matters Arising (including actions not listed on agenda)**

**BT Phone box Value**

ERNLLCA have confirmed that the value on the asset register should reflect the replacement value rather than the purchase price.

**Refurbishment of Benches Progress**

Cllr Hemesley is still to obtain two further quotes. ACTION: Cllr Hemesley to obtain these before Spring.

**Winter Gritting**

The clerk has not had any further progress with this and is still waiting for costings.

**Cleaning of Speed Limit Signs on Church Lane and Renewal of Mere Grange Cul-de-sac Sign**

The clerk noted that the cul-de-sac sign has been reinstated and asked if the signs had been cleaned. Cllr Hynes confirmed that they had not. ACTION: Clerk to chase the progress of this before the next meeting.

* + - 1. **Accounts Including Adding Cllrs as Signatories**

The clerk had circulated to Cllrs prior to the meeting, all invoices to be paid, the bank statements, bank reconciliation and schedule of payments.

The following payments were proposed for approval by Cllr Hemesley, seconded by Cllr Hynes and agreed by all:

Samantha O’Connor – (clerks’ salary for November)

HMRC - £44.40 (clerks’ PAYE for November)

Came & Company - £330 (insurance)

Cllr Hemesley asked Cllrs to consider becoming an authorised signatory on the accounts. Cllr Wormald and Prendergast volunteered for this. ACTION: Clerk to start the process with Barclays.

* + - 1. **Budgets 2021/22**

The clerk had circulated her report on the PC finances prior to the meeting. The clerk highlighted again that the PC spend more than the precept received. A discussion was held, and it was agreed that the PC will keep the precept the same as the past three years and use the reserves to fund the shortfall. It was agreed that the precept will need to be revisited in the coming years to avoid reserves being fully depleted and that large expenses will need to go out to tender. The budgets set out for 2021/22 are as follows:

£2860 salary and expenses

£1850 grass cutting

£1050 running costs

£600 PC events

£100 defibrillator

These were proposed for approval by Cllr Hemesley, seconded by Cllr Hynes and all agreed.

* + - 1. **Precept**

Cllr Hemesley proposed to keep the precept at £4500, Cllr Wormald seconded this, and all agreed. Due to the decrease in the tax base (number of eligible council tax paying households) this will mean that a band D property will see a rate of £37.59, a £1 increase from 2020/21.

* + - 1. **Annual Review of HR Policies (Grievance, Disciplinary, Equal Opportunities, Health and Safety and Safeguarding)**

All agreed that as there had been no amendments to the policies that they could be re-published. ACTION: Clerk to republish documents on the website.

* + - 1. **Ownership of Pond Shelter**

This was deferred until ERYC contact the clerk.

* + - 1. **Asset Register Risk Assessment Update**

Cllr Hynes reported that the risk assessments have been carried out and the following items need attention:

* The picnic bench that was previously repaired now has a rotten top. All agreed that the bench should be removed. ACTION: Cllr Hemesley and Wormald to organise removal of the bench.
* The beacon requires painting at the top and bottom due to rust. ACTION: Agenda for the next meeting to decide who will carry out the work.
  + - 1. **Replacement of Noticeboard by Pond**

The clerk had sent three different prices to Cllrs prior to the meeting. It was agreed that the first noticeboard was too small and that the clerk should measure the current one before a decision is made. ACTION: Clerk to take measurements and bring costings to the next meeting.

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

The clerk asked that this was discussed to keep it progressing. Cllr Hynes noted that the last time he spoke to the trustee, she was not keen to transfer the monies to the PC. The clerk suggested that the original fund set up for book tokens for school children should be spent on book tokens again to use the fund up. ACTION: Cllr Hynes to write to the trustee and request that the money is spent on book tokens.

* + - 1. **Community Issues**

Cllr Hynes reported that his letter about excessive motorcycle noise has now been passed onto Humberside Safer Roads and will update the PC once he hears back.

* + - 1. **Correspondence**

The clerk has received an email from an ERYC Principal Public Transport Officer stating he has had a request to remove the old bus shelter. The clerk had responded stating that the PC own the bus shelter and that this has not been brought to their attention.

* + - 1. **Date of Next Meeting –** January 17th at 7pm via Zoom. The clerk confirmed that the Annual Parish Council Meeting (APCM) will be held on 17th February. ACTION: Clerk to check if the Annual Parish Meeting (APM) must also be held before May.

The clerk noted that she will be on annual leave between 19th December and 4th January inclusive.

The meeting closed at 20:00 hrs.

Signed as a true and correct record, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_