



**Minutes of the Ordinary Meeting of Fridaythorpe Parish Council
Monday 2nd December 2013
St Mary's Church, Fridaythorpe,**

The public and the press are welcome and encouraged to attend and observe all meetings of the Fridaythorpe Parish Council.		
Date of Publication	4 December 2013	No. of Councillors required for a quorum
		3
Those present:	Cllr Alison Spencer (AS) (Chair); Cllr James McGregor (JM), Cllr Michael Smith (MS), Cllr Joanne Barley (JB); Cllr Brendan O'Donnell (BO'D);	
Minutes Taken by :	Cllr Alison Spencer (AS) (Chair)	
Members of the public :	None	
Meeting opened by Chair at 7.00 by :	Cllr A Spencer (Chair)	

Ref	Subject	Action
1312.01	Receive and approve Apologies for Absence. There were no apologies for absence	
1312.02	Open Forum.	
1312.02.01	Purchase screen and projector After market investigation it was agreed that a computer projector and screen should be purchased for total sum not exceeding £250. It was agreed that this would be available for Parish Council Meetings, the Annual Parish Meetings and a Village Film Club and other approved village meetings. Purchase Proposed : Cllr O'Donnell Seconded : Cllr Smith	B.O'D
1312.02.02	In her absence the Clerk to the Parish Church Council has invited representatives from Fridaythorpe Parish Council to attend a meeting on 29 th January 2014. The primary objective is to discuss future community activities and increased usage of the church facilities. Cllrs Spencer, Smith and McGregor are to attend	AS MS JM
1312.02.03	Community Asset The Parish Councils attention had been drawn to the fact that a village pub could be designated a Community Asset. This is to be investigated.	ALL
1312.02.04	Planting around the Village Shelter This has not been maintained as anticipated. It was agreed that Howard Jones be asked to undertake a 'one off' task an agreed remuneration Proposed : Cllr McGregor Seconded : Cllr Spencer	
1312.03	Receive any Declarations of Pecuniary or Non-Pecuniary Interests. Cllr Barley has completed the appropriate forms and these will now be uploaded onto the Parish Website	Complete

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1312.04 Parish Clerk

Cllr Cusson has resigned as Parish Clerk but wishes to remain as a Co-opted Parish Councillor.

1312.04
(cont)

1 To resolve that this council exercises its powers under the Local Government Act 1972, section 112(5), to create the following positions without remuneration: Responsible Financial Officer; Minutes and Correspondence Officer; Statutory Compliance Officer; and Meeting Summons Officer with each officer to hold the position until the next annual meeting.

Deferred to next meeting pending interview of a potential remunerated Parish Clerk

AS

2 To resolve which members should be appointed to the posts without remuneration created by council

Deferred to next meeting pending interview of a potential remunerated Parish Clerk

AS

3. To subscribe to East Riding and Northern Lincolnshire Local Councils Association (ERNLLCA) in order to keep apprised of issues pertaining to the undertaking of Parish Clerk Duties.

The cost of subscribing to ERNLLCA is £250 per annum.
Membership will assist the Parish Council in decision making
Proposed : Cllr Spencer Seconded : Cllr McGregor

JM

1312.05 Shovels for Grit Bins

It was agreed to provide a shovel in each of the 6 grit bins in the Parish at a cost of £1.49 per shovel. Purchase from Ken Falkingham
Proposed : Cllr Cusson Seconded : Cllr O'Donnell

AS

1312.06 Equality Policy

It is a legal requirement to adopt an Equality Policy in compliance with Section 149 of the Equality Act 2010, enforceable from 6th April 2011.
The template offered by ERYC has been prepared by their Legal Dept and is therefore likely to cover all likely eventualities and is therefore to be adopted
A copy of this Policy will be found on the Parish Website
Proposed : Cllr McGregor Seconded : Cllr Cusson
ERYC (Brad Webster to be advised)

AS

1312.07 Parish Council Budget 2014/2015

Cllr McGregor tabled the analysis of income and expenditure over the last 4 years. Budget strategy was discussed and Cllr McGregor is to prepare a budget proposal for discussion and finalisation at the next meeting

JM

1312.08 Planning Application

- a) The Planning Application for the proposed extension to Orchard Cottage, Wetwang Road
The Parish Council have no adverse comment to make
b) The Planning Application for the proposed replacement agricultural shed at Orchard Cottage, Wetwang Road
The Parish Council have no adverse comment to make

Cllr Spencer is to write to ERYC confirming the decision

Complete
AS

Alison Spencer, Chairman Fridaythorpe Parish Council

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1312.09 Approve previous meetings minutes.

Minutes of the meeting 4th November 2013 were agreed and signed by the Chair

Proposed : Cllr Smith Seconded : Cllr Barley

1312.10 Matters arising from previous minutes

Manor Garth Parking (1310.02.02)

A quotation of £ 656.48 has been received to create 2 additional parking spaces at Manor Garth.

It was felt that the cost from Parish funds could not be justified

Proposed : Cllr O'Donnell Seconded : Cllr Smith

Pecuniary Interest Forms. (1310.03)

Cllr Barley has completed forms

Complete

Signing of Minutes 2nd September 2013 (13.10.05)

Minutes have been signed by the chair

Complete

Defibrillator (1310.06.01)

First training session was held on 13th November 2013. Eight people were trained. Thanks to Seaways for hosting the event.

A housing box to keep the Defibrillator unit above freezing temperature is to be purchased for £485 inc VAT.

JM

Proposed : Cllr McGregor Seconded : Cllr Spencer

Road Safety (1310.06.03)

a) ERYC Highways have denied the request for a traffic mirror on the A166 to assist with access from Forge Cottage.

b) ERYC have approved a request for a soil mound around the Fridaythorpe entrance signs to allow planting below. Licence terms are acceptable.

Proposed : Cllr Spencer Seconded : Cllr Barley

Complete

AS

Cllr Spencer is to return a signed copy to ERYC

c) Replacement of slurry pavement surface on Back Street. ERYC have applied for funds to carry out the works.

d) Providing drainage to pond to avoid localised flooding on Back Street. ERYC advise funds will be in next years budget

Village shelter update (1310.06.05)

a) Seating has been replaced by ERYC but no further progress regarding poor quality of work. Plywood soffit now becoming mouldy

b) Quotation for additional footpath, relocation of litter bin and salt bin.

Considered necessary to increase safety at bus stop

(i) JB Property and Roofing £1,134

(ii) M.Barker £985

Decision : To appoint M.Barker to carry out the works. Proposed date Monday 23rd December (if weather conditions are suitable)

JB

Proposed : Cllr Smith Seconded : Cllr Cusson

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Emergency Plan 2013/2014 (1310.07)

Cllr Cusson's comments to forwarded to ERYC Emergency Planning Dept
 ERYC Assistance letter and Cllr Cusson's draft procedure for the village are to
 be circulated to Councillors for comment. **AS**

Relocation of salt bin on the A166 (1310.09)

a) A new salt bin has been installed by ERYC on the bend adjacent to the
 Farmers Arms **Complete**
 b) Damaged salt bin at Mere Grange was inspected by ERYC and was not
 sufficiently damaged to warrant replacement

Projects deserving grants and "Ideas Box" (1310.10)

a) Installation of an Santos Post Box is to also serve as the village "Ideas box"
 and is located at the Village Common Notice Board. **Complete**
 Proposed : Michael Smith Seconded : James McGregor
 b) Jane Boocock has suggested a Community Herb Garden. Possible location
 on the verge outside Eastfield Farm. **AS**
 ERYC Street Scene to be contacted to ensure it will be allowed.

New residents – Welcome Pack (1310.10.1)

Councillors are to email their relevant sections to Cllr Spencer for compiling
 into a draft document for comment **ALL**

Christmas 2013 (1310.11)

To date we have 10 children and 12 adults + 1 letter to Santa

Gifts	- ABN are donating £150 for Children's presents	AS
Santa	- Paul Coley has agreed to be Santa. An outfit must be purchased	JB
Tree	- Tree to be planted am 14 th December. Lights on with carols	JM/MS
Shelter Decorations	- Calico to be purchased, decorations by Brendan	B.O'D
Carols	- Chosen and will be computer projected	B.O'D
Refreshments	- Mulled wine, tea and coffee	B.O'D
Santa Transport	- Vintage tractor and decorated trailer by Terry and Enid Milner	AS

Parish letterhead (1310.12)

A standard Header and Footer have been agreed **Complete**

Unsubscribe some sites on parishclerk site (1310.13.01)

Cllr McGregor will carry out this task **JM**

Social media presence for the council – Report (1310.14)

Held over to next meeting **BO'D**

1312.11 ABN and Village Orchard

Held over to next meeting

1312.12 Payments.

F. Waites – Paint - £6.00.
 GT Graphics – Leaflets Printing - £17.50.
 W. Berridge – Defrillator Training - £170.00.
 Ebay – cork Roll for Notice board - £12.98.
 Breathrough Consulting – CPALC - £30.00.
 Safety Tech – Defibrillator Cabinet - £485.85.

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Came & Co – Annual Insurance Premium - £314.92.
ERNLLCA – Membership Fee - £94.00.
ERNLLCA – Training Costs - £42.00.
H. Jones – Gardening Services – 20.00.
Morrisons – Christmas Parish Get Together - £64.13.
Garrowby Estates – Christmas Tree - £30.00.

1312.13 Documents Received by the Council.

Refer to Appendix 2.

1312.14 Date of next meeting

Monday 6th January 2014

1312.15 Chairman to close meeting.

The Chairman closed the meeting closed at 20.58

Signed :

Date :

APPENDIX 1 Numbering system

The numbering system used in the minutes is two digit year, month and the Agenda item number(s)

APPENDIX 2

Correspondence

Date Received

From

Description

Mode

Undated

VG Energy

Grants for renewable energy project

Post

This correspondence is in addition to the usual documents and emails from ERYC and others containing information potentially of interest to Parish Councils.

APPENDIX 3

Items long-term pending

- a) Review and renew non-renumeration posts (Annual General Meeting)
- b) Road Safety – Traffic Survey (Summer)
- c) Pond - Grant and Conservation Volunteer planting (February)
- d) Replacement of slurry pavement surface on Back Street (maybe April 2015)
- e) Planting below Fridaythorpe entrance signs (Spring)
- f) Drainage from road into pond on Back Street to avoid flooding (2014)
- g) ABN Orchard
- h) Village Questionnaire
- i) Play Area

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