**Minutes of the Parish Council Meeting held on Wednesday 17th January 2024 at 19:00 at ABN.**

Present: Cllrs Healy, Falkingham, Hemesley and Hynes.

The meeting was Chaired by Cllr Healy and assisted by the clerk.

**PARISH COUNCIL MEETING**

OPEN FORUM

There were no comments made as no members of the public were in attendance.

Meeting started at 19:01

2024.01 Welcome and Apologies

Cllr Wormald and Ward Cllr Hammond had sent their apologies prior to the meeting.

2024.02 Declaration of Pecuniary and Non-Pecuniary Interest

None.

2024.03 Approval of Minutes from Previous Meeting

It was agreed that these were a true and accurate record and signed by Cllr Hynes as Cllr Healy had not been present at that meeting.

2024.04 Matters Arising

**Painting of the beacon**

Cllr Hynes to wait for the weather to improve to put the Yorkshire Rose stickers on the sign.

**Repairs to bench**

This is still outstanding.

**Back board for BT telephone box**

The clerk was contacted by ‘Men in Sheds’ who informed her that they would be conducting a site visit on 9th January, but they did not make further contact. ACTION: Clerk to email Sam McGivern and ask what the progress is of the back board.

**Loose manhole cover**

The clerk reported this on the 13th of December, I.D #MC569248687. Cllrs confirmed that this had not been fixed. ACTION: Clerk to ask Ward Cllr Hammond to escalate this.

2024.05 Accounts

The clerk had circulated to Cllrs prior to the meeting, the bank reconciliation, bank statement and schedule of payments.

Tom Hemesley - £230.60 (Festive Fridaythorpe sundries)

Samantha O’Connor – (clerk salary for December)

HMRC - £15.40 (clerk PAYE for December)

Samantha O’Connor - £24 (work from home allowance for December)

Samantha O’Connor - £140.98 (pre-payment for ink cartridges)

Tom Hemesley - £55 (repayment for window cleaning x 5)

Tom Hemesley - £81.52 (remaining Festive Fridaythorpe sundries)

The clerk noted that the PC had received an invoice for the grass cutting. The invoice is for ten cuts, but the PC believe there have been no more than eight. ACTION: Clerk to raise a query with the invoice department and the head of grounds maintenance. It was agreed that the invoice would not be paid until this is resolved.

The bank statement and accounts spreadsheets were signed by Cllr Hemesley.

The invoices and schedule of payments were signed by Cllrs Hynes and Healy.

2024.06 Ward Cllr Report

Nothing was discussed here.

2024.07 Budgets 2024/25

The clerk had sent the annual budget planning report to all Cllrs prior to the meeting. The clerk noted that the budgets are based on projected expenditure, but they do exceed the precept amount, as instructed previously.

All were happy for the budgets to be set as laid out in the report.

2024.08 Precept

The clerk recommended keeping the precept at £6000 and using the reserves for the annual shortfall of approximately £400. Cllr Hynes proposed to raise the precept to £6100 which he estimated would keep the precept part of the council tax below an increase. Cllr Healy proposed to support this, and all Cllrs unanimously seconded this. The form was signed by both the Chair and the Clerk. ACTION: Clerk to send the completed form back to ERYC.

2024.09 Annual Review of HR Policies

The clerk noted that the PC are using the most up-to-date versions. She suggested that this annual task be removed from the diary of actions as ERNLLCA send out updated versions as and when they are produced. The clerk noted that she would bring any updated version to the PCs attention when relevant. All were happy with this moving forward.

Cllr Hynes suggested that the PC formulate a data protection policy. The clerk noted that she has an extensive list of documents from ERNLLCA that she would use to assist with this. The formulation of a data retention policy is one of the clerks objectives this year, so this can be carried out alongside this task. ACTION: Clerk to produce a data retention policy that links to data protection.

2024.10 Planning Application

*23/02668/PLF Erection of a vehicle testing centre and change of use of existing holiday unit to form office. Location: Land East of The Farmers Arms, Main Street, Fridaythorpe, YO25 9RT.*

The decision from ERYC to approve the application was read out by Cllr Healy.

*23/03764/PLF Conversion of existing store building to form holiday let. Location: Edmonds Farm, Back Street, Fridaythorpe, YO25 9RT.*

A discussion was held, and no Cllrs had any objections. The clerk noted that a previous holiday let application had been rejected by the PC for highways and noise concerns as well as being outside of the development plan. The clerk suggested that the PC support the application as agreed, but that they add comments that they are aware of this issue. Cllr Healy proposed to support the application with these comments included, Cllr Hynes seconded this, and all agreed.

2024.11 Community Issues and Correspondence

Cllr Hemesley reported that the vicar was going to discuss ringing the bells for D-DAY at the next Parochial Church Council meeting. A discussion was held as to what the PC could do to support this. It was decided that further discussions be held once the Church has confirmed plans.

2024.12 Date of Next Meeting

The next meeting will be held at 7pm on the 21st of February. Cllr Falkingham gave his apologies for this meeting.

There being no further business, the meeting closed at 19:45 hrs.

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