

FOSTON & THORNTON-LE-CLAY PARISH COUNCIL

MINUTES OF A PARISH COUNCIL MEETING HELD VILLAGE HALL, THORNTON-LE-CLAY ON WEDNESDAY 05 SEPTEMBER 2018 AT 7.30PM

Councillors Present: Calum Balding (CB) Simon Burton (SB)
Evelyn Conlon Nigel Cox (NC)
Bryan Pillow Christine Walker (CW)

In Attendance: Fiona Hill - Parish Clerk

Public Present: 2

19/34 To receive apologies for absence and reasons given:
David Johnson (DJ)

19/35 To record declarations of interest in items on the agenda:
19/38.3 CB

19/36 To confirm the minutes of the meeting held on Wednesday 01 August 2018:
The minutes were approved

19/37 To discuss matters arising from previous minutes:
None

19/38 Councillors to discuss long-standing matters:

1. Allotments

Rent Review – **FH** was asked to write to tenants, who have recently moved away, to ask if they are happy for the new owners of The Forge, to manage the allotment until the agreement expires 05 February 2019

Maintenance

BP reported that the rubbish had been removed, but no further work had commenced, as the ground was too hard.

2. Rights of Way – NTR

3. Village Furniture e.g. noticeboards, bench and defibrillator

Mike Duck had quoted £60.00 per post to repair the two Judy Lane signs and the dog waste bin on High Street. It was unanimously agreed to ask him to go ahead and ask if he could, as a favour, secure the sign at Blue Coat Farm. The Ring-Fenced Rights of Way funding would be used for this. FH had contacted nine painter and decorators to request a quote for the two noticeboards and bench. Only two had quoted and it was agreed to accept the quote of £240.00 from Vanessa Magson. The Ring-Fenced Parish Plan and Consultations funding would be used.

4. Fracking

FH was asked to write a letter in response to the consultation expressing the Parish Councils objection to the proposal to allow applications to be dealt with as Permitted Development.

- 19/39 Public Session - The Parish Council will, time permitting, adjourn the council meeting for a short time to allow for public comment and questions:**
None
- 19/40 To discuss new planning applications received:**
None - FH reported that 18/00660/HOUSE had been withdrawn
- 19/41 To discuss matters raised by Parish Clerk/Responsible Financial Officer:**
1. Bookkeeping records to date
FH circulated copies of the bank reconciliation dated 24Aug18 totalling £9973.52 and the Income & Expenditure Report.
 2. Financial Management - Internal Control Checks(s), Internal/External Audits, Property Inspections
Internal control checks - Cllrs Cox and Walker verified the bank balances and the payment documentation.
 3. General Data Protection Regulation (GDPR)
3.1 Privacy Policies
FH had prepared drafts based on the YLCA template, which the Parish Council adopted.
 4. Matters raised by/with Yorkshire Local Councils Association
4.1 Standing Orders 2018
FH had prepared a draft based on the YLCA template, which the Parish Council adopted.
 5. To approve payments as follows:
- | | | | | |
|-----|--------------|--------------|---------|--------|
| 4.1 | Zurich | Insurance | £257.60 | 100516 |
| 4.2 | ICO | Subscription | £40.00 | 100517 |
| 4.3 | Parish Clerk | Salary | £111.19 | 100518 |
| 4.4 | Village Hall | Hire | £12.00 | 100519 |
- 19/42 To report any new correspondence received by the council:**
YLCA White Rose Update circulated by email around Cllrs
- 19/43 To receive matters raised by members:**
1. Assets of Community Value
The Parish Council discussed this scheme at length and unanimously agreed to take no further action at this stage.
- 19/44 To confirm the dates of the future meeting(s) on Wednesdays at 7.30 p.m. in the Village Hall, Thornton-le-Clay:**
03Oct18, 07Nov18, 05Dec18, 02Jan19, 06Feb19, 06Mar19, 03Apr19, 01May19, 05Jun19, 03Jul19, 07Aug19, 04Sep19, 02Oct19, 06Nov19, 04Dec19

The Pensions Regulator - "Duties Checker:

Confirm who to contact -

FH has registered herself as both the Primary and Secondary Contact.

Choose a pension scheme - The Parish Council have enrolled with Now Pensions Trustee Ltd, 164 Bishopsgate, London, EC2M 4LX with assistance from Ardent IFA Ltd, 80 Clifton, York, YO30 6BA. Tel: 01904 855330. Email: hello@ardentuk.com

Type of pension: Occupational

Pension Scheme Registry Number (PSR): 12005124

Employer Pension Scheme Reference (EPSR): K4H9

Work out who to put into a pension -

Done

Write to your staff -

Done

Declare your compliance -

Done - Acknowledgement letter dated 22Oct16 on file (Letter Code 1087985038)