

FOSTON & THORNTON-LE-CLAY PARISH COUNCIL

**MINUTES OF A PARISH COUNCIL MEETING HELD VILLAGE HALL, THORNTON-LE-CLAY
ON WEDNESDAY 07 DECEMBER 2016 AT 7.30PM**

Councillors Present: Simon Burton (SB) Evelyn Conlon (EC)
Nigel Cox (NC) Christine Walker (CW)

In Attendance: Fiona Hill (FH) - Parish Clerk

Public Present: 0

- 17/56 To receive apologies for absence and reasons given:**
Parish Councillors Calum Balding (CB), Eric Hope (EH) and Bryan Pillow (BP)
RDC Cllr Caroline Goodrick (CG)
- 17/57 To record declarations of interest in items on the agenda:**
None
- 17/58 To confirm the minutes of the meeting held on Wednesday 02 November 2016:**
Minutes were approved
- 17/59 To discuss matters arising from previous minutes:**
None
- 17/60 Councillors to discuss long-standing matters:**
1. Parish Plan and Community Emergency/Resilience/Good Neighbours Schemes
NTR
2. Parish Defibrillator Schemes
EH had asked NC to report that he had been asked about the use of the red phone box as a point for the defibrillator to be housed. Cllrs present though the additional expense to renovate the phone box was unnecessary when it could be sited on the village hall wall, but would discuss at next meeting, when hopefully more Cllrs were present. CW would contact Mr and Mrs Heath, Claxton to obtain further clarification on their scheme. FH would contact Community Heartbeat to ask about ambulance service cover, connection/commissioning/servicing/training, annual charge and what it includes.
3. NYCC Rights of Way
NTR
- 17/61 Public Session - The Parish Council will, time permitting, adjourn the council meeting for a short time to allow for public comment and questions:**
None

17/62 To discuss new planning applications received:

None

17/63 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

1. Bookkeeping records to date

FH circulated records around Cllrs. RAY had agreed that the ring-fenced funding currently held for website (£800.00) could be used for defibs, so it was unanimously approved to move it to the ring-fencing defibrillator appeal. (Proposed CW, Seconded NC). The Transparency Code ring-fenced funding could be used for websites, so this wording would be added. FH would find out if the Village Draw funding would be used for the defib. FH would write to NYCC to ask about the Grass Cutting ring-fenced funding.

2. Internal Control Checks(s)

These were deferred until the next meeting

3. Monthly property inspection report

FH had forgotten to do these, so would do next month

4. Matters raised by/with Yorkshire Local Councils Association

4.1 Recording at Meeting Policy

This policy was adopted

5. Budget/Precept/Reserves

Cllrs again discussed this at length and would finalise at the next meeting. CW would prepare another cashflow forecast. FH would circulate again the YLCA template Reserves Policy

6. To approve payments as follows:

6.1	Fiona Hill	Salary	£91.03	100454
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17/64 To report any new correspondence received by the council:

None

17/65 To receive matters raised by members:

- Village Signs

SB would take photos of Foston signs and email to FH. CW would take photo of Low Street sign and email to FH. NC would take photo of High Street sign and email to FH. FH would take photo of sign near school. FH would circulate all photos via email to Cllrs, so a full review could be done.

- Potholes

SB would report potholes near school to NYCC

17/66 To confirm the dates of the future meeting(s) on Wednesdays at 7.30 p.m. in the Village Hall, Thornton-le-Clay:

04 January 2017*	01 February 2017	01 March 2017
05 April 2017	03 May 2017	07 June 2017
05 July 2017	02 August 2017	06 September 2017
04 October 2017	01 November 2017	06 December 2017

- FH reported that due to her been away, the agenda would be displayed early

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 655330. 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)