

FOSTON & THORNTON-LE-CLAY PARISH COUNCIL

**MINUTES OF A PARISH COUNCIL MEETING HELD VILLAGE HALL, THORNTON-LE-CLAY
ON WEDNESDAY 04 OCTOBER 2017 AT 7.30PM**

Councillors Present:

Calum Balding (CB) Simon Burton (SB)
Evelyn Conlon (EC) Nigel Cox (NC)
Bryan Pillow (BP) Christine Walker (CW)

In Attendance:

Fiona Hill - Parish Clerk

Public Present:

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18/56 To receive apologies for absence and reasons given:

Parish Councillor Eric Hope (EH)

18/57 To record declarations of interest in items on the agenda:

None

18/58 To confirm the minutes of the meeting held on Wednesday 06 September 2017:

The minutes were unanimously approved.

18/59 To discuss matters arising from previous minutes:

4.1 Cyber Security Event – Thu09Nov17, 7.00 p.m., Sheriff Hutton Village Hall
It was unanimously agreed to go ahead with hiring Sheriff Hutton Village Hall at a cost of £33.00. Further organisational details were discussed.

18/60 Councillors to discuss long-standing matters:

1. Parish Plan and Community Emergency/Resilience/Good Neighbours Schemes –
NTR

2. Parish Defibrillator Schemes

EC reported that the defib training was excellent with 14 attending in the morning and 18 attending in the afternoon including parishioners from both villages. Cllrs discussed the VETs scheme and CW would find out from Bill Heath why Claxton & Sand Hutton did not go ahead with this scheme.

3. NYCC Rights of Way –

SB/CW reported that this was ongoing.

18/61 Public Session - The Parish Council will, time permitting, adjourn the council meeting for a short time to allow for public comment and questions:

A resident came to inform the Parish Council of work to be done at her property next to the White Swan Inn and the Parish Council thanked her for the information, but had no comment to make.

18/62 To discuss new planning applications received:

None.

18/63 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

1. Bookkeeping records to date

FH circulated copies of the bank reconciliation dated 24Sep17 £8610.98 and the Income & Expenditure Report. FH reported that the Annual Return had been returned by Littlejohn LLP, who had no concerns, but commented on risk management.

2. Internal Control Checks(s)

These were conducted and found to be in order.

3. Monthly property inspection report

NC conducted checks last month and CW will do this month. EC/CW would obtain quotes for clearing the area between the two Low Street allotments.

4. Budget/Reserves/Precept 2018/19

Cllrs would discuss this at the next meeting. FH had included some draft figures on the finance report to give Cllrs something to think about

5. Matters raised by/with Yorkshire Local Councils Association

5.1 Transparency Code Funding

FH reported that £212.88 had been received in the second round of grant funding. FH was still obtaining advice and quotes regarding equipment.

6. To approve payments as follows:

6.1	Fiona Hill	Salary	£92.35	100480
6.2	HMRC	PAYE	£69.00	100481
6.3	Village Hall	Hire	£36.00	100482
6.4	Sheriff Hutton Village Hall	Cyber Event	£33.00	100483

18/64 To report any new correspondence received by the council:

None

18/65 To receive matters raised by members:

- FH reported that RDC had agreed to deliver the sand bags to the village hall.
- The Parish Council unanimously agreed to purchase a Woodland 30 store box at a cost of £80.00, proposed: NC, seconded: SB. FH would order via Marcon along with a lock. CB/SB would assemble
- FH was asked to email Bridget at RDC regarding cars parking near the junction on the bend near The Forge.

18/66 To confirm the dates of the future meeting(s) on Wednesdays at 7.30 p.m. in the Village Hall, Thornton-le-Clay:

01 November 2017	06 December 2017	
03 January 2018	07 February 2018	07 March 2018
04 April 2018	02 May 2018	06 June 2018
04 July 2018	01 August 2018	05 September 2018
03 October 2018	07 November 2018	05 December 2018

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)