**SHIPTONTHORPE PARISH COUNCIL**

**Document Reference 7/2016-17**

**24th October 2016**

Shiptonthorpe Parish Council – Minutes of a meeting held on the **20th October 2016** at 7.00pm in the Village Hall, Station Road, Shiptonthorpe, YO43 3PH

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| Present |  |  |
| Cllr Robert Ducker | RD | Chairman |
| with |  |  |
| Cllr Margaret Dixon | MD | Councillor |
| Cllr Tim Bowron | TB | Councillor |
| Cllr Ted Bowron | TBo | Councillor |
| Cllr Janet Miller | JM | Vice Chairman |
| Cllr Hilary Hazell |  |  |
| Cllr Richard Wilkins | RWI | Councillor |
| Attended by |  |  |
| **Officers** |  |  |
| Catherine Clark | CC | Clerk and RFO |
| **Others** |  |  |
|  |  |  |
| 4 members of the public |  |  |
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|  |  | **Action** |
| **16/17-81** | APOLOGIES AND APPROVAL FOR ABSENCE |  |
|  | Apologies were received from Councillors Mark Hutton and Richard Waud. |  |
| **16/17-82** | DECLARATIONS OF INTEREST  | **,** |
|  | Declarations of interest were received from:1. Councillor Miller – Village Hall and ROAG
2. Councillor Dixon – Bowling Club
3. Councillor Wilkins – Playing Fields
4. Councillor Tim Bowron – Heritage Project, Playing Fields, ROAG & Village Hall
5. Councillor Ted Bowron – Heritage Project
6. Councillor Ducker – A1079 proposals, Playing Fields, Shiptonthorpe Charity & ROAG.
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| **16/17-83** | PUBLIC OPEN FORUM |  |
|  | 1. Concern was raised over the issue of fracking, in particular the possible contamination of the water supply and potential earthquakes. Councillor Wilkins gave assurances that relevant information was being obtained on behalf of the Parish Council regarding the subject of fracking. This was in order to gain a balanced view of both sides of the argument for and against fracking, prior to offering the information gathered to all villagers.
2. Councillor Mole offered his congratulations to the Clerk on her attainment of the CiLCA qualification.
3. There was a kind offer of help with anything to do with the Playing Fields, for which the council is very grateful. The Clerk has taken contact details.
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| **16/17-84** | ADOPTION OF MINUTES OF MEETINGS ON 15TH SEPTEMBER 2016 |  |
|  | **RESOLVED:** That the following minutes be adopted as a true record:1. Ordinary Meeting 15th September (RWI/TB)
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| **16/17-85** | **MATTERS ARISING FROM THE MINUTES OF THE MEETING 15TH SEPTEMBER NOT COVERED ELSEWHERE** |  |
|  | None |  |
| **16/17-86** | TO RECEIVE THE REPORT OF THE WARD COUNCILLORS |  |
|  | No Ward Councillor was present. |  |
| **16/17-87** | **FINANCE** |  |
|  | 1. **RESOLVED** – That the following payments be approved:

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| 1. | Clerk’s salary | £ |  |
| 2. | NFU (Playing Fields insurance) | £ | 38.46 |
| 3. | Fly Signs | £ | 45.00 |
| 4. | ROSPA | £ | 96.60 |
| 5. | Methodist Church (room hire) | £ | 90.00 |
| 6. | Laytons | £ | 342.00 |
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Monthly transfers to the savings account:

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| --- | --- | --- | --- |
| 1. | Churchyard & Cemetery fund | £ | 167.00 |
| 2. | Election fund | £ | 25.00 |
| 3. | Projects fund | £ | 125.00 |

1. The Clerk is still chasing Npower with regards to the query over their last invoice.
2. The draft budget for 2017/18 was discussed. Clerk to make amendments suggested for discussion at the November meeting.

**ACTION:** Clerk to resolve issue with Npower invoice and update draft budget. | **CC** |
| **16/17-88** | **PLANNING** |  |
|  | There were no planning applications to discuss, however, the following application has been approved:Tree work on 2 Yews on either side of All Saints Church lych gate. |  |

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| **16/17-89** | **ENVIRONMENTAL MATTERS** |  |
|  | 1. Village Maintenance (including grass cutting, litter picking and winter maintenance)
2. Grass & Litter Picking Contracts

Council discussed the grass and litter picking contacts and amendments were made to these. Clerk to draw up draft tender documents for circulation. Clerk also to write to the current contractor to advise that these will be put to tender this year.**ACTION:** Clerk to draw up draft tender documents for circulation and write to current contractor.1. Dog fouling

Councillor Miller has received complaints that this is becoming a concern again. This is particularly bad on the corner of Station Road and Clay Lane and along the A1079 footpath up the main road. New legislation proposals, referred to in an article in the Sunday Telegraph, state that it will be an offence for dog owners to not have the means for picking up deposits after their dogs. Councillor Wilkins would circulate the article for information."1. Ragwort

The Clerk has obtained details of the landowner in respect of the field adjacent to Dyke Nook. She will attempt to make contact and ask that this issue be addressed for next year. 1. Churchyard and Cemetery (including Church wall and trees)
2. Yew trees flanking the lych gate

The planning application to cut back the two Yews has been successful and the contractor(s) notified.1. Sycamore in Churchyard adjacent to Eastways

Alan Hemmingway of ERYC has been on leave and has still not had chance to look at this. He will do so the next time he is passing.**ACTION:** Clerk to make contact with the landowner of field . | **CC** |
|  | 1. Highways
2. Replacement gullies

These have still not been replaced and the Clerk will chase ERYC.1. ERYC have not repaired / replaced the corroded and possibly unsafe Highways grey metal cabinet on the A1079, located close to the junction with Town Street. Clerk to chase.
2. Street lighting – no issues
3. The Green and BT telephone kiosk

Clerk has spoken with both BT and ERYC over the purchase of the phone box and is awaiting the paperwork. |  |
| . | 1. Shiptonthorpe Beck

The Clerk has spoken with the owner of the field who has confirmed that he is aware of the tree branch and this will be removed.1. Shiptonthorpe Playing Fields

Grant applicationThe Clerk has not heard from ERYC regarding a decision on the grant and asked Councillor Mole if he would mind chasing this.Gate signsThe two signs have been collected and fitted.Bowling Club**RESOLVED:** It was agreed that a sign for the Bowling Club be purchasedCharitable statusThe Clerk has informed the two trustees of the Playing Fields Committee of the decision to take back the management of the Playing Fields and has been advised that both have confirmed this to the Charity Commission. The Clerk is unable to do anything with regards to the bank account until she has received official notification of such. Councillor Hazell kindly offered to telephone the Charity Commission to see what the current status is.ROSPA InspectionThis has taken place and the written report received. The inspection referred to one of the swing chains being broken. Whilst it was confirmed by Councillor Wilkins that the chain could be repaired on a temporary basis, it was considered to be too big a risk to take from a Parish Council liability perspective. The proposed complete replacement of the swings under current proposals would resolve the matter.1. Shiptonthorpe Village Hall

W-fi - An order has been submitted to BT by Councillor Ducker for installing broadband. 1. Website and social media

Councillor Edward Bowron has read through the literature from WebOrchard regarding the update to the website. It was agreed that he will obtain quotes from other companies for a new one for comparison. It was felt that Sitecare security is not required for the number of enquiries received through the website as this is only low and the cost could not be justified. Councillor Dixon asked the Clerk to look into the possibility of Transparency Code funding in respect of the website upgrade.1. Neighbourhood Watch – nothing to report.
2. No Cold Calling – Clerk to canvass The Poplars, All Saints Drive and the cul-de-sac at the bottom of Town Street.
3. The paddock

Clerk was asked to write to the tenant confirming that the lease will not be renewed. |  |
|  | **ACTION:** Clerk to continue with the No Cold Calling signatures.Clerk to order signage for the Bowling Club.Clerk to inform the current trustees of the Playing Fields Association of the Council’s decision.Clerk to speak with ERNLLCA over possible Transparency Code funding. | **CC** |
| **16/17-90** | **CORRESPONDENCE FOR INFORMATION PURPOSES ONLY** |  |
|  | 1. Made in Hull brochure – distributed.

All other correspondence has been logged and should members wish to see items they should contact the Clerk. | **CC** |
| **16/17-91** | **COUNCILLORS’ EXCHANGE AND AGENDA ITEMS FOR NEXT MEETING** |  |
|  | 1. Councillor E Bowron to obtain quotes for new website for comparison.
 | **EB** |
| **16/17-92** | **ADMINISTRATION MATTERS** |  |
|  | None. |  |
| **16/17-93** | **DATE OF NEXT MEETING** |  |
|  | It was noted that the next meeting of the Parish Council will be on the 17th November in the Village Hall. |  |
| **16/17-94** | **CONFIDENTIAL** |  |
|  | To resolve that due to the confidential nature of the business to be transacted, the press and public were excluded from the remainder of the meeting (Section 1(2), Public Bodies Admissions to Meetings Act 1960):The Clerk’s salary was discussed and as a result of her attaining the CiLCA qualificaton it was agreed to move this to SCP21. A 50% contribution towards the cost of her exam fees was also agreed. |  |

Meeting closed at 21.20

Signature of Chairman:

**Clerk**: Catherine Clark, 19 Princess Road, Market Weighton, Y043 3BX

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