

Kelfield Parish Council

80.312

Minutes of the Annual Meeting of Kelfield Parish Council held in the Village Institute on Wednesday 11 May 2011.

Present Cllr S Savage, Chairman; Cllrs J R Bramley, C Cade, L Golton.

District Councillor Ian Reynolds.

The Clerk.

1.0 CONFIRMATION OF RECEIPT OF DECLARATIONS OF ACCEPTANCE OF OFFICE

1.1 Declarations of Acceptance of Office were received.

2.0 TO ELECT A CHAIRMAN FOR THE ENSUING YEAR

Cllr S Savage was proposed and seconded and there being no other nominations Cllr Savage was duly elected Chairman for the year 2011-12.

2.1 The Chairman's Declaration of Acceptance of Office was received.

3.0 TO RECEIVE APOLOGIES FOR ABSENCE

3.1 Cllrs T Bell, P Brelsford, C Gascoyne; County Cllr E Casling.

4.0 TO RECEIVE MEMBERS DECLARATIONS OF INTEREST

4.1 Cllrs C Cade, item 10.6 Kelfield Institute; Cllr R Bramley, item 11.1 Planning.

5.0 TO RECEIVE AND APPROVE THE MINUTES

5.1 The minutes of the meeting held on 16 March 2011, were approved and signed by the Chairman as a correct record of the proceedings.

Prop Cllr R Bramley, sec Cllr L Golton.

6.0 TO ELECT A DEPUTY CHAIRMAN FOR THE ENSUING YEAR

Cllr C Cade was proposed and seconded and there being no other nominations Cllr Cade was elected Deputy Chairman for the year 2011-12.

7.0 TO RECEIVE AN UPDATE ON ISSUES ARISING FROM THE MINUTES

7.1 Arriva announced that the No42 bus service has received an element of funding which will allow the Friday and Saturday evening service to continue until October. Printed leaflets are available advertising the service are now available for distribution in the Parish. These were produced at no cost by a resident of Cawood

7.2 The Clerk has sent a letter of thanks to Richard and Edward Falkingham for making a new notice board at no cost to the Parish Council.

7.3 Nigel Adams MP has been sent a letter of thanks for inaugurating the Cricket Field on 23 April and a press report written by Cllr C Cade has been published in the local press.

7.4 W A Hare & Son Ltd has found a suitable site to re-locate to and will be applying for planning permission shortly.

8.0 POLICE REPORT

No report available.

9.0 CORRESPONDENCE

HMRC Update on Budget information and ii) reminder to file online by 19 May and iii) information to employers re Basic PAYE Tools and online device.

Noted

YLCA White Rose Update April 2011.

Noted

NYCC Guidance Note from the Community Foundation re NYCC Reward Grant Scheme and information on the application process.

Noted

NYCC Notice of a Speed Training event re Emergency Planning at Riccall Regen on Wednesday 6 July at 5.45pm.

Noted

JBuckle Announcement of a burial grounds maintenance service.

Noted
Signed

Chairman

Date

Kompan	Play Area funding support service.	Note/file	80.313
CEElec	Consultation events at Gateshead and Leeds.	Noted	
Groundwk	Introduction of Groundwork services on offer.	File	
NYCC	Reduced opening hours of Household Waste recycling centres.	Noted	

Cllr C Cade declared a personal and prejudicial interest in item 10.6, Kelfield Village Institute.

10.0 FINANCE

10.1 Notice of Audit 2011

The date by which the Annual Return must be submitted is 4 July 2011 and the Notice of Appointment of Date for the Exercise of Electors Rights has been prepared ready for publication not later than 10 June 2011.

10.1.2 Annual Review of the Effectiveness of the Internal Audit.

The criteria presented was considered and it was moved and seconded that the internal audit had been carried out according to the set criteria.

Agreed.

10.1.3 Review of the Scope and Terms of Reference for the Internal Audit.

Having considered the criteria and after being proposed and seconded it was agreed that the scope and terms of reference for the internal audit were satisfactory.

10.2 Receipt of the Internal Auditor's Report on the Accounts for the year 2010-11

The Internal Auditor reported that all the tests carried out found the accounts to be satisfactory and on the basis of the tests carried out found the Council's system of internal control to be in place and adequate and effective for the purpose intended.

It was moved by S Savage, seconded by C Cade that the internal auditor's report be accepted with thanks.

10.3 To receive and approve the Unaudited Accounts for the year 2010-11

It was proposed by S Savage, seconded by C Cade and agreed unanimously that: the unaudited accounts for the year ending 31 March 2011 as presented to members be approved.

10.4 Completion by Members of the Annual Governance Statement 2010-11

It was proposed, seconded and agreed unanimously that after review and completion by all elected members present that:

the Council's Statement of Assurance in the Annual Return be signed.

Prop Cllr L Golton sec Cllr C Cade.

10.5 Receipts No1 A/c

SDC 1st half Precept	2,110.00
Deposit A/c	0.00

Total receipts	2,110.00
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10.6 Payments

It was agreed that the following accounts be paid

Playing Fields Association - Annual Subscription 2011-12	12.50
Kelfield Institute hall hire May11	8.00
Stillingfleet PCC - Cemetery Grant	150.00
ENS Benefice - Parish Magazine Grant	25.00
Tarmac - lighting repairs	56.44
npower business Annual energy account	420.65
J Deans - Clerk's Salary Mar/Apr11	131.20
J Deans - Refund of petty cash Mar/Apr11	8.89
HMRC employee income tax	32.80
C Lee - Internal Audit	35.00
YLCA	153.00

Sub total	998.48
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Prop Cllr R Bramley sec Cllr L Golton.

Signed

Chairman

Date

It was moved, seconded and agreed that Mrs C Lee be appointed Internal Auditor for the Year 2011-12.

Councillor R Bramley declared a personal and prejudicial interest in item 11.1.1

11.0 PLANNING

11.1 Applications Received and Circulated to Members Previously

The following comments were submitted under delegated powers granted to the Clerk.

11.1.1 104 photovoltaic cells to existing grain store roof, Manor Farm, Main Street, Kelfield.

The Parish Council has no objections.

It was moved seconded and agreed that the Council endorse the comment.

11.1.2 Erection of a two storey extension creating kitchen with bedroom over, single storey link to existing building and single storey extension to the rear at Old School House, Main Street Kelfield.

The Parish Council has no objections.

It was moved seconded and agreed that the Council endorse the comment.

11.1.3 Proposed change of use of farm shed/workshop to joinery workshop at Village Farm, Main Street, Kelfield.

The Parish Council has no objections.

It was moved seconded and agreed that the Council endorse the comment.

11.2 **Applications received since publication of the agenda** – None.

11.3 Decision Notices

11.3.1 Installation of two Gaia Wind Turbines, mounted on a free standing galvanised 18.4m mast on a 5 sq m concrete base. The turbines are twin bladed with a blade diameter of 13m at Mount Pleasant Farm, main Street, Kelfield.

Permission granted.

11.3.2 Proposed change of use for the formation of a private fishing pond, private car parking, landscaping works and retrospective permission for the erection of workshop/store portaloo and portacabin for fishing equipment, perimeter fencing and gates at 2 Bridge View, Kelfield.

Permission granted.

11.3.3 Proposed change of use of farm shed/workshop to joinery workshop at Village Farm, Main Street, Kelfield.

Permission granted.

11.3.4 Erection of 9 no dwellings with associated garages following demolition of offices, workshop and outbuildings at WA Hare & Son, Offices, Main Street, Kelfield.

Permission granted.

12.0 TO CONSIDER THE FUTURE PERMITTED USES OF THE CRICKET FIELD

12.1 Following discussion, it was agreed that matters to be considered were as follows:

i) \$106 moneys;

Uses are to be agreed with the Cricket Club. Purchase of mobile equipment for club use and that for possible public use.

Improved Pavilion facilities.

ii) That the parish Council regard the Cricket Club as a business tenant and that a formal document be prepared setting out an agreement that the Parish Council has joint use of the field for agreed purposes.

12.2 That a meeting be arranged with the Cricket Club to discuss the above matters.

Signed _____

Chairman

Date _____

13.0 TO FIX THE DATES OF MEETINGS FOR THE ENSUING YEAR

80.315

The following dates for the meetings of the Council for the Year 2011-12 were agreed:

Wednesday 13 July 2011

Wednesday 14 September 2011

Wednesday 9 November 2011

Wednesday 11 January 2012

Wednesday 14 March 2012

Wednesday 9 May 2012 (Annual Meeting)

Special Precept Meeting Wednesday 14 December 2011

Annual Meeting of the Parish 9 May 2012

Agreed. Prop Cllr S Savage Sec Cllr L Golton

14.0 MATTERS FOR THE CLERK'S ATTENTION AND ITEMS FOR THE NEXT AGENDA

14.1 The Clerk to obtain estimates for the Christmas Tree lights and power connection.

15.0 DATE OF THE NEXT MEETING

Wednesday 13 July 2011.

There being no further business, the Chairman closed the meeting at 8.58pm.

Signed _____

Chairman

Date _____