

Minutes of the Ordinary meeting of Kelfield Parish Council held in the Village Institute on Wednesday 10 September 2014.

Present S Savage, Chairman, in the Chair, Cllrs T Bell, C Cade.
The Clerk.
Dist Cllr I Reynolds.
2 members of the public.

1.0 APOLOGIES FOR ABSENCE

1.1 Apologies; Cllr R Bramley, P Brelsford, R Cooper, C Gascoyne, County Cllr E Casling.

2.0 PUBLIC SESSION

The following issues were raised;

- 2.1 Hare's Paddock: a member of the public updated members on discussions and progress of the issue with Selby District Council
- 2.2 Appreciation was expressed on the speedy remedy to the uncovered drain on Riccall Lane. Thanks was also expressed to NYCC, members of the Parish Council who had responded promptly with information and to Cllr I Reynolds for contacting County Councillor Casling so quickly.

3.0 DECLARATIONS OF INTERESTS NOT ALREADY REGISTERED/DISPENSATION REQUESTS

None.

4.0 MINUTES

- 4.1 The minutes of the Ordinary Meeting of the Council held on 2 July 2014 were approved, and signed by the Chairman as a correct record of the proceedings.
Prop T Bell sec Cllr S Savage.

5.0 REPORTS

- 5.1 Police; an email report on crimes reported in various villages in the District and advice from the Police was read out and noted.
- 5.2 County Cllr; see updates.
- 5.3 District Cllr; informed the council that Selby District no longer had a 5 year supply of development land which meant that the Core Strategy and Local Plan were out of date and that applications would have to be dealt with under the NPPF policy of 'a presumption in favour of sustainable development' unless other factors weighed more heavily against it.
- 5.4 The Clerk outlined the main issues and outcomes discussed at the public meeting on high speed broadband on 28 July 2014.

6.0 UPDATE ON ISSUES RAISED AT THE LAST MEETING

- 6.1 Uncovered drain. Photographs and location details supplied by councillors had enabled swift reporting to NYCC who had responded quickly to resolve the matter and make it safe. The drain cover had now been rebuilt.
- 6.2 Footway Funding. Information was received from County Cllr Casling that the possible funding source mentioned at the last meeting was the Heritage Lottery Fund and that providing a footway along Riccall Lane did not qualify.
- 6.3 Street Lamp 15. The claim had now been settled by Zurich Insurance with the exception of the £100 policy excess which Zurich was now pursuing via the third party.
- 6.4 No42 Bus Service. Cllr J Cattanaach informed the Council by email that Arriva will continue the Saturday night, Sunday and Bank Holiday service and agreed to an annual extension for a total sum of £1,112.00. Kelfield's share will be a contribution of £91.18 per annum and members are asked to agree to the figure tonight.
Having been moved by Cllr T Bell and seconded by Cllr C Cade, it was resolved that *the Council agrees to pay the sum of £91.18 to Arriva as its contribution to the continuation of the No42 Bus Service as above.*

- 7.0 **CORRESPONDENCE** 80.377
- 7.1 **DCLG Draft Transparency Code for Parish Councils with a turnover not exceeding £25,000.**
 The proposal included publication of all purchases over £100.00 and the electronic publication of all key governance and financial information. There would be exemptions in certain cases involving, say, investigations of fraud, personal data and information given in confidence.
The Government's proposals were noted.
- 7.2 **YLCA Advice Note 22. Openness of Local Government Regulations 2014.**
 Recording of Meetings and Recording of Decisions Taken by officers Under Delegation. Parish and Town Council meetings can now be recorded by anyone under the 'Openness of Local Government Bodies Regulations 2014' published on 6 August 2014.
 Following discussion it was moved by Cllr S Savage and seconded by Cllr T Bell and resolved;
that the Policy and Rules for the effective management of recording at meetings of Kelfield Parish Council, as discussed, be adopted.
- 7.3 **YLCA Legal Briefing Note L02-14. Amendment to NALC's 2013 Model Standing Orders (England).**
 After discussion it was moved and seconded that SO71 in the Council's Standing Orders 2002 be amended as follows; *that the words*
 'There shall be no audio or video recording or photographs of the meeting without the express approval of the Council.' *be removed and replaced with*
 'A person may not orally report or comment about a meeting of the Council or any of its committees as it takes place, but otherwise may:
 a) film, photograph or make an audio recording of a meeting,
 b) use any other means for enabling those not present to see or hear proceedings of a meeting as it takes place or later,
 c) report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting.
In accordance with SO79 the proposed amendment stands adjourned until the next meeting of the Council.
- 7.4 **NYCC. Raising Awareness of the Implementation of Part 1 of the Commons Act 2006.**
 This updates the Commons Registration Act 1965 and provides for;
 Applications to amend the registers to bring them up to date,
 Rectification of certain mistakes and omissions, and
 Transitional period applications and proposals to reflect events which took place after 1970 and before the beginning of the transitional period, which could have been registered but were not.
 The transitional period is from 1 October 2014 to 30 September 2016. Applications may be made to North Yorkshire County Council. *Noted.*
- 7.5 **Revised Legal Topic 9E – Handling Complaints.**
 This item was deferred to a future meeting for the Clerk to report.
- 7.6 **Zurich Insurance.** Notice of renewal reminder. *Noted.*
- 7.7 **Yorkshire Bank.** Financial protection reminder.
 Members were of the understanding that The Financial Services Compensation Scheme is not applicable to Local Government Authorities, therefore the above reminder does not apply.
- 7.8 **YLCA Briefing Notes.** Any received had previously been circulated .
- 7a.1 **SDC Polling Stations Review.** After discussion and upon being moved and seconded, a response was agreed that *the Village Institute was the Council's preferred polling station.*
- 7a.2 **Northern Power Grid. Street Light Inventory.**
 In response to the submission of the Council's street lighting inventory recently, NPG requires the Council to enter into an Agreement for the Connection of the Customers Unmetered Installations. In addition to this, NPG requires the Council to submit a detailed inventory on its own (NPG's) proforma. Members had no adverse comments to make on the proposed agreement and the Clerk was advised to sign and return the Agreement.

8.0 FINANCE

8.1 **Receipts** 80.378

No1 A/c

Zurich Insurance 1,402.83

Deposit A/c

Yorkshire Bank 0.25

Total 1,403.08

8.2 Payments

It was moved and seconded that the following accounts be paid

Kelfield Institute hall hire public mtg July14/Sept14 18.00

J Deans - Clerk's Salary Aug14 as agreed

HMRC PAYE 65.00

J Deans - Clerk's Salary Sep14 as agreed

J Deans – office expenses incurred Jul/Aug14 6.36

Autela 2nd Quarter a/c 17.75

Zurich Insurance annual premium 486.83

Sub total 769.40

Resolved: that the above accounts be paid.

Prop Cllr S Savage sec Cllr T Bell.

8.2 Statement of Accounts to 31 August 2014

*It was proposed by C Cade and seconded by T Bell and Resolved:
that the Statement of Accounts to 31 August 2014 be received.*

9.0 PLANNING

9.1 Applications Received and Circulated to Members Previously.

9.1.1 None.

9.2 **Applications received since publication of the agenda.** None.

9.3 Decision Notices.

9.3.1 Proposed crown lifting of T1 (Sycamore) and felling of T2 and T3 (Sycamore) covered by TPO No 2/1997 at The Granary, Moor End, Kelfield.
Application approved.

10.0 TO CONSIDER APPLICATIONS RECEIVED FOR GRANT AID

10.1 An application was received from a local person for financial assistance to enable him to travel to the International Scout Jamboree in Japan.

On being moved and seconded, it was resolved that *the request be refused as it was not the Council's policy to award grants to individuals.*

11.0 TO SIGN THE CLERK'S CONTRACT

11.1 Having approved the Clerk's contract at the last meeting it was resolved; *that the revised Clerk's Contract and Job Description be signed by the Chairman.*

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

12.1 Items for the next agenda.

None.

12.2 Matters for the Clerk's attention.

12.2.1 Street lamp No 12 is out, Clerk to report to contractor.

12.2.2 Due to the Institute no longer being occupied at the preceding session, members requested that the meetings should revert to commencing at 7.30pm.

13.0 DATE OF THE NEXT MEETING

The date of the next meeting was confirmed as Wednesday 12 November 2014 commencing at **7.30pm**.

There being no further business, the Chairman closed the meeting at 8.56pm.