

# **KIRK HAMMERTON PARISH**

## **COUNCIL**

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### **Minutes of the ANNUAL MEETING OF KIRK HAMMERTON PARISH COUNCIL held at the Village Hall on Monday 16th May 2016 at 7.30p.m.**

Present: Cllrs. Paul Townsend, Jane Jenkins, Karan Main, James Talbot, Chris Eaton (7.35pm), Amanda Kennerley (clerk), Borough Cllr. Andrew Paraskos. 3 members of the public.

All declarations of acceptance not previously received by the clerk were signed.

16/29 **To elect the Chairman** of the Council and receive the Chairman's Declaration of Acceptance of Office. It was approved by all that Paul Townsend be re-elected as Chairman for the coming year and the declaration was signed.

16/30 **To elect the Vice Chairman** and to receive the Vice Chairman's Declaration of Acceptance of Office. It was approved by all that Chris Eaton be elected as Vice-Chairman and the declaration was signed.

16/31 To note that there is a vacancy on the council. Noted.

(Cllr. Karan Main left the meeting due to ill health at this point)

16/32 To receive apologies for absence. **Cllr. Colin Lee**

16/33 To receive declarations of disclosable pecuniary interest (not previously declared) on any matters of business. **None received.**

16/34 To approve the minutes of the meeting held on March 21<sup>st</sup> 2016. **Approved**

16/35 Public Participation (We aim to allow approximately 15 minutes for comments and questions. Standing orders are suspended for this item). **None Received**

16/36 **Planning –**

(a) To consider the following Planning Applications:

**16/01197/DVCON** Variations of conditions Beechwood YO26 8DG **No Objections**

**16/00974/FUL** Erection of replacement worker's dwelling, The Victoria, YO26 8EB Approved to **support the application** with an addition that KHPC presumes licensees obligations have been met re separate living area.

(b) To note decisions made by KHPC since last meeting:

**16/01515/DVCON** Variation of condition 2, to allow 5 Velux roof windows, Lingfield Cottage YO26 8EB – No objections.

**16/01115/FUL** Replacement garage and shed, Mayfield YO26 8DQ – No objections

**16/01093/FUL** 2 replacement 60,000L fuel storage vessels, Skipbridge Filling Station YO26 8EQ – Environmental safeguards sought.

16/37 To approve and adopt the Standing Orders for Kirk Hammerton Parish Council. **Approved**

16/38 To approve the Risk Assessment – Amendments made to include the defibrillators. **Approved**

16/39 To approve to present all children at Kirk Hammerton CofE Primary School commemorative coins from Tower Mint to celebrate Queen Elizabeth's 90<sup>th</sup> birthday. (16/23) **Approved**

16/40 To approve and adopt the Financial Regulations for Kirk Hammerton Parish Council. **Approved**

16/41 Finance: To approve Accounting Statements and Annual Governance Statements on the Annual Return. **Approved**

(a) Financial Statement circulated to PC before the meeting

		Current A/C		Reserve A/C	
	Carried Forward 21.03.16	£1,544.37		£3,624.04	
Date	Transaction	IN	OUT	IN	OUT
29.3.16	Clerk's Expenses		£31.62		
13.4.16	YLCA Subs		£193.00		
06.4.16	Tockwith Show		£200.00		
28.4.16	Vat 2015/16	£136.42			
29.4.16	2016 Precept 1st	£2,625.00			
29.1.16	Interest			0.14	
29.2.16	Interest			0.15	
31.3.16	Interest			0.15	
29.4.16	Interest			0.14	
	TOTALS	£2,761.42	£424.62	0.58	
	<b>BALANCES 21.03.16</b>	<b>£3,881.17</b>		<b>£3,624.62</b>	

Accounts approved for payment:

Farm and Land £195.60

Clerks wages April to June plus expenses £429.80 plus £20.43 (£450.23)

Insurance 2016/17 £273.75

16/42 To review Committee Structures and to appoint members to represent them.

- Abbey Charities It was approved that Cllr Colin Lee retain his responsibility to this committee for 2016/17.
- Approval and appointment of 2 councillors to a Local Plan sub-committee with GHPC and WPC. It was approved to appoint Cllrs. Chris Eaton and Karan Main to any Local Plan sub- committee.

16/43 To review the Council asset register – **Approved with addition of defibrillators**

16/44 To review the Council insurance **policy** – **Approved** the Ecclesiastical insurance company's offer.

16/45 **To review the Parish Council website** and its compliance to the Transparency Code. The PC approved to consult with Bernard Gascoyne to ensure the website met all transparency code requirements. There was some concern that navigating the site was not easy and it was noted that it would be essential that the PC has the ability to edit. The PC appreciates all the work Bernard has done to the website in the past but compliance with the code is paramount.

16/46 To consider the offer from HBC of Daffodil, Crocus, Bluebell or Snowdrop bulbs. It was approved to request Daffodils.

16/47 **Defibrillator updates** including possible installation costs at Village Hall. The defibrillator is now sited on the village hall and is linked to the emergency services. A heating system needs to be installed before winter but it is hoped that this can be done in conjunction with the proposed improvements to the village hall. Skipbridge service station is very keen to have one of the other defibrillators. They will install it and have offered to raise money for a box to house it, which will be approximately £600  
Cllr. Chris Eaton is currently in talks with Network Rail with regards to siting a defibrillator on the station platform, though electrical supply and liabilities may prevent this.

16/48 Correspondence received and circulated by the clerk since last meeting.

- a) Confirmation of registration of OS field in HBC call for sites.
- b) Grass verge repair – confirmation from Mr Gornall that his contractors have been informed 29.3.16
- c) Request from GHPC to form a sub-committee of local PC's to initiate a Local Plan for the area.
- d) NYCC highways to refund KHPC for urban grass cutting of junctions.
- e) Free access to NALC website through YLCA – for parish councillors and clerks only.
- f) White Rose Update April 2016
- g) Tour de Yorkshire road closures from NYCC.
- h) Bank holiday changes to waste and recycling services
- i) YLCA – applications to Transparency fund for smaller authorities 2016/17 open.
- j) Annual meeting Harrogate Branch YLCA June 6<sup>th</sup>. Questions invited to Richard Cooper, leader of HBC, who will be speaking at the meeting.
- k) Crime figures April 2016. Due to resourcing issues, PC Marie Scott will no longer be responsible for the parish and PCSO Alastair Graham-Merrett will take over for the time being.
- l) Interest requested from The Conservation Volunteers for potential hedging works and wildflower planting. They are applying for funding shortly and are gauging interest within the area.
- m) Registration of Interests form received for the new council.
- n) Letter from Sheila Hornby (former committee member Queen's Silver Jubilee) regarding the overgrown Hawthorn hedge and the four commemorative trees in the school ground.

16/49 To consider items for the next agenda. Defibrillator update

16/50 **Dates and times** of ordinary meetings of the Council for the ensuing year

4<sup>th</sup> July

5<sup>th</sup> Sept

14<sup>th</sup> Nov

16<sup>th</sup> Jan

6<sup>th</sup> March

8<sup>th</sup> May (APM and AMPC)

The meeting closed 20.55