

Whitley Parish Council

1. The meeting was opened at 7.30 p.m. by the Deputy Chairman, Cllr. Walton.

Open Public Forum (OPF). 16th January 2018

2. Notes from the OPF:

2.1 Resident JW raised the following points.

- ✓ Commented that the drains and gulleys at the front on Church Road were blocked and could do with cleaning. It was suggested that the traffic moving in and out of Posketts' Farm may be contributing to the debris. Also, the drains opposite All Saints Church were in need of cleaning. It would be worth mentioning the state of the gully to Posketts' farm manager Mr Watson and Area 7 should be advised of necessity for drain cleaning.
- ✓ Road markings on the Children's crossing had become faded. Area 7 should be questioned concerning timing of repainting.
- ✓ Observed that the grass had been cut on Daffodil Field at the end of November 2017 and questioned whether such action was necessary. The matter was to be discussed as part of the main agenda.
- ✓ Shared with the meeting that he had put himself forward as a Countryside Volunteer and observed that the public footpaths had from Lee Lane to Heck and once more been closed following commencement of major works.
- ✓ Requested some feedback concerning the Christmas tree lighting ceremony; response was deferred as it was included as a agenda item in the course of the council meeting.

2.3 At 7.45 pm the OPF was closed.

Minutes of the Whitley Parish Council Meeting held on 16th January 2018 at Whitley & Eggborough Primary School. Ref 01/2018

(Minute numbers should be preceded by the above reference prefix)

3. **Present:** Cllr K Walton, Cllr F Blackburn, Cllr. A. Coney, Cllr J Watson, Cllr F Blackburn, Cllr S Cole

4. **Apologies:** Dist. Cllr. Debbie White, Cllr S Humphrey, Cllr J McCartney

4.1 Apologies accepted. In the absence of Cllr S Humphrey, Cllr K Walton as deputy Chairman assumed the role as Chair to the meeting

5. **Declaration of Interests:**

5.1 Cllr S Cole declared interest as Committee member of Whitley Allotment Association.

6. **0 Minutes of the last meeting**

6.1 The minutes of the meeting on 21st November 2017 were taken as read and agreed as being a true record and were then signed by the Chairman.

7.0 Appointment of New Parish Councillor. Following interviews with the two candidates for the position as Parish Councillor conducted on 21st November 201 and subsequent discussions between Council members it was resolved by majority decision to appoint John White as co-opted member of the Whitley Parish Council. Action: The Clerk to advise Selby Democratic Services for entry of John White onto the Register of Parish Councillors and file a copy of the Parish Council Toolkit Form 2, and Register of Interest Form.

8.0 Ongoing matters for information and action as required:

8.1 Tree Line Blackthorn Close to Lee View: It was agreed that the work on the tree line had been completed satisfactorily and payment was duly authorised. **Action:** The Clerk to settle the account for Huw Forestry.

8.2 Rosslyn land owned by Selby Council: Given that the land is confirmed as being owned by North Yorkshire Council potential options in connection with the land was discussed including purchase. The conclusion was that at this moment the Council had no real interest in acquisition. **Action:** Defer any further action and simply monitor the situation.

8.3 Christmas Lights: The history of the background to the lighting of the tree ceremony was discussed. It was noted that since the event Cllr Cole and the Clerk had independently meet with the landlord of the George and Dragon to explain the circumstances that had lead to the issues in communication about and organisation of the ceremony. The landlord confirmed he remains keen to work with the Parish Council in the support of community events in the future. **Action.** Take note of problems and issues occurring and use these experiences to inform the organisation of the Christmas activities in 2018.

8.4 Appeal by Heathcoates Care: Cllr Watson confirmed that he would be attending the public meeting scheduled for 21st February and requested that approval from the Council that at the meeting it is acknowledged that he is speaking on behalf of the Parish. **Action:** Cllr K Walton proposed that Cllr Watson attend the meeting and speak for Whitley Parish Council. Seconded by Cllr S Cole.

8.5 Overgrown trees on canal bridge: The Clerk advised that the Canal Trust have been informed of the state of the tree line on the bridge and that appropriate pruning is required. **Action:** Clerk to monitor situation and report back.

8.6 Replacement of litter bin: Supplier for suitable replacement litter bin has been identified from “Bin Shop” at £199.49 plus VAT. **Action:** Clerk to order bin, remove and replace damaged litter bin.

9.0 Correspondence received:

9.1: Various magazines were circulated to Councillors for reading

10.0 Council Finance & Administration.

10.1 RFO Report as of 14 November 2017

Bank/Account	Income since 1 st April 2017	Expenditure since 1 st April 2017	Of which is 106 expenditure	Current Balance	Notes/Comments
Co-op Business Select Instant Access	(Old acc.) 567.25 (New acc.) 2.54 569.79	Nil	Nil	Nil	Account closed balance transferred to Santander
Co-op Current	Nil	Nil	Nil	Nil	Account closed balance transferred to Santander
Santander Deposit	72.94	Nil	Nil	78,465.44	Interest paid monthly
Santander Current Account	15,088.31	13,625.99	3,367.30	1,463.22	No interest

(Cash Book)				
Total Bank Balances			<u>79,928.66</u>	
Less following funds:				
Protected 106 funds		3 x Play areas/ROS and the Tree Lines.	60,007.80	
Other protected funds		A19, WHS Defibrillator fund	3,144.65 355.00 <u>69.60</u> 3,569.25	
Total Protected funds			63,577.05	
PC Reserve Funds		Legal Action and Complaints against the Council. Future Development and Facility Provision –Buildings. Future Development and Facility Provision – ROS. Future Development and Facility Provision -Nature Reserve. Unexpected/unforeseeable expenditure.	12,401.40	
Total protected/reserve funds			75,978.45	
Balance:				
Unprotected funds available to the Council		Current account balance + 106 Funds available to transfer	1,463.22 <u>3,367.30</u> 4,830.52	Does not include cheques payable below at 9.2

Resolved: The above accounts were explained and accepted by The Council.

10.2 Accounts Payable:

Cheque No.	Payable to:	Amount: £
22384	HUW Forestry – Daffodil Fields – 106 Funds	1,390.00
22401	Ben Jenkins t/a Huw Forestry – cost of replacement trees	67.40
22385	Huw Forestry – cheque cancelled replaced with 22394	
22396	JR&L Taylor	300.00
22397	Vision ICT – website hosting and support	246.00
22398	J R Hunter – net salary	268.74
22400	David Sykes	91.28
		2,353.42

Resolved: The above cheque payments were agreed by The Council and the cheque's signed by two authorised councillors.

10.3 Accounts Payable retrospectively:

Cheque No.	Payable to:	Amount: £
22386	SLCC – Data Protection Webinar	126.00
22395	P&D Pubs Ltd	250.00
22394	Ben Jenkins t/a Huw Forestry – replace 22385 above	450.00

11.0 2018-19 – Budget

11.1 Budget: The 2018-19 Budget was presented for approval and it was agreed that the Precept be set at £10,605.15 for the year. Cllr K Walton signed the 'Notification of Precept Form on behalf of the Council. **Action:** The Clerk to submit via email the signed Notification of Precept Form to Selby District Council.

12.0 Recreational Open Space in Whitley

12.1 ROS and Play Area Inspection reports: Awaiting receipt of quotation from HAG Limited.
Action: Defer decision until receipt of quotation and table for review a next meeting.

12.2 Resignation of chairman of Allotment Association: An update on the situation and constitution of the Allotment Association was presented by Cllr Coney and Cllr Cole. A new committee has been formed to act until AGM which is scheduled for 15th March 2018. John While is acting as Chair with Cllr Cole occupying position as committee member. **Action:** Clerk to enquire into the legal status of land whose designed use is as Allotment. In particular, can it be used for other purposes or sold on?

12.3 Parks and Ground Maintenance: Cllr Watson expressed some concerns in respect of the nature and quality of service of Bedford Mowing Services. They had recently undertaken and rendered a bill for cutting of the grass on Daffodil Field in November 2017. There is no evidence of specific request for such action especially outside of the growing season. Cllr Watson expressed the view that it may be sensible to seek to go out to tender once more for cutting services before the new session. He suggested an invitation to tender could be placed in the Selby Times. Cllr Cole offered that one of her acquaintances could be approached to provide a comparative quote if required. **Action:** Hold payment of the settlement of Bedford Mowing account and review the position in the next Council meeting on 20th February.

12.4 Other issues or matters to report: Any concerns or maintenance issues that may need addressing in the future.

13.0 Data Protection Act.

13.1 Data Protection Act: The Clerk presented to the Council a summary of the legislation and practical issues arising out of the General Data Protection Act coming into force 25 May 2018. As a public body the Council are required to be registered under the Data Protection Act. Cllr Coney suggested that the Council may be required to add a 'cooker disclaimer' to the Council website. **Action:** Clerk to effect registration of Whitley Parish Council under the provisions of the Data Protection Act and draft Data Protection Policy for publication on the Council's website.

14.0 A19 Safety matters:

14.1 Speed Camera Data: Data to be presented and reviewed on a quarterly basis; next statistics due for review at council meeting on 20th February 2018.

15.0 A.O.B.

15.1 Cllr Coney pointed out that she had understood that John Dickenson had arranged for one of the swings' in Daffodil Park to be removed for repair. **Action:** Update to be obtained of the current progress with the repair.

15.2 Cllr Coney advised that the Street sign by Whitley Farm Close had been irreparably damaged. **Action:** Highways agency to be informed.

15.3 Cllr Blackburn observed that during the Sunday Market on Learning Lane cars persistently park on the pavement. It was noticed that at this time over the weekend there is no police presence to enforce parking regulations.

15.4 Cllr Blackburn commented on the extent of surface water on Lee Lane which is due to subsidence of the road surface given the amount of heavy traffic using the road. **Action:** Condition of the road to be monitored.

16.0 Confirm the date, time and place of next meeting.

16.1 Next Parish Council Meeting: The next Parish Council meeting was confirmed for Tuesday 20th February at 7.30pm, Whitley & Eggborough School.

17.0 Closure of meeting.

17.1 Chairman closed the meeting at 21:05

Signed as a true record:

Chairman:

Date:

Signed as a true record:

Councillor:

Date: