

Whitley Parish Council

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

Open Public Forum (OPF). 25th April 2017

2. Notes from the OPF:

- ❖ Mr JW opened with thanking the council for having the damaged planter repaired and for the posting of the dog fouling posters and marking of footpaths. On the subject of dog fouling would it be possible to have a dog bin placed at end of Silver Street/ Sheepwash Lane area.
- ❖ JW asked if the council had received any feedback in relation to the removal of the BT Phone box.
- ❖ At the last meeting flag poles were mentioned and JW asked if it had been considered about which other flags could be flown i.e. St George's flag?
- ❖ JW raised concerns over the state of the logs in Daffodil Field which he had mentioned before he was concerned that they were disintegrating and could be H&S hazard.
- ❖ JW asked if the new projector purchased for the council was available to the community. Feedback from the council was that it would not be.
- ❖ JW asked about the cutting of the grass verges and when that would commence, noted that the parks had been done.
- ❖ JW noted that it was mentioned about the Friends of Whitley organising the Christmas tree for this year, as time was getting on could they get on with this. Councillor agreed it could.
- ❖ Councillor Debbie White informed the council that interviews for the new Chief Exec's post at SDC will take place on 15/16th May.
- ❖ Cllr. White mentioned Art festival and the Tour de Yorkshire was part of a SDC promotional activity for the area and that there was a lady on attachment to SDC to undertake promotional work for the district. Cllr. White can provide details if required.

At 7.45 pm with no further comments from the public the Chairman closed the OPF.

Minutes of the Whitley Parish Council Meeting held on 25th April 2017 at Whitley & Eggborough Primary School.

Ref 04/2017

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

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

4. **Apologies:** Cllr. P Broadhurst

4.1 Apology accepted.

5. **Declaration of Interests:**

5.1 None declared.

6.0 Minutes of the last meeting

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

7.0 Ongoing Matters for information and action as required.

7.1 Static Caravan, Doncaster Road. It was still in situ and the Clerk had contacted SDC and spoken to the Enforcement Office who informed him that a Planning Enforcement Notice had been served that was issued on 3rd April. She will now send a reminder letter which will give them another 7 days to respond. If they fail to respond SDC will then take formal action by drafting and issuing legal proceedings which takes time to draft and then issue. Once issued the owner/occupant have 28 days to remove the caravan BUT have a right to appeal which stops the 28 day time frame. It would then go into court proceeding and that can take time anything up to six months or more. **Resolved:** To monitor the situation and keep communicating with SDC and residents.

7.2 Defribulator for the village: The Clerk informed councillors that he had been in touch with FloGas and they had changed their accountancy arrangements. They expected that the fund would be with the council at the end of the month. **Resolved:** Once the donation money was in the bank the Clerk would order the Defribulator and cabinet.

7.3 Meeting with the Manager Monaghan Mushrooms: The Clerk informed councillors that he had received confirmation that SDC would place pedestrian road signs place on Gravelhill Lane either side of the factory which will be a benefit for employees and local walkers. There will be no cost to the council. (For information)

7.4 Flag Pole(s) for the village: The Clerk reported that he had once again emailed Mr Rowley, SPO at SDC but has had no reply. Following a discussion on this Cllr. White agreed to look into the lack of response from Mr Rowley.

7.5 Dog Fouling: The Clerk reported that he had posted the new Dog Fouling posters and undertaken some spraying of footpaths in the South half of the village. He also updated the council that SDC had replied to his enquiry about using CCTV but this had not been helpful in that they do not use any CCTV and referred back to the use of PSPO which had previously been rejected. A discussion took place over the purchase of dog bins as proposed in the POF by Mr JW. **Resolved:** That the Clerk would obtain prices for dog bins and check with SDC if they would empty them, this will be on the next agenda.

8.0 Correspondence received. (Items for comment / information)

8.1 Nil.

9.0 Finance & Administration

9.1 RFO Report: The Clerk/RFO presented draft accounts and explanations to the council, final drafts will be presented in May.

9.2 He reported that the Internal audit would be required in May and that in view of the retirement of the previous internal auditor that the council appoint at an hourly rate of £25 plus travel at current NALC rates; Mrs. P. Harrison, Parish Clerk, Moss & District PC. Who has 40 years experience of accounts/bookkeeping in the public sector, is CiLCA qualified and has been involved with clerking parish/town councils since 2000. Having retired in 12/2015 she retained one smaller parish council and continues to retain up-to-date insight of the duties required. A provisional date of 3rd May 2017 for the audit has been booked.

9.3 Accounts Payable: Retrospectively - Ben Jenkins T/A Huw Forestry £1,500.00, Amanda Coney for project purchase £259.99, John Dickens – Clerk wages £968.81, John Dickens – petty cash 2016/17 £77.87, HMRC – PAYE Q4 – 208.40. NYCC Whitley & Eggborough School –Room hire £58.50p, JR&L Taylor Garden Services £300.00, B Crossdale – Printing £8.00.

9.4 2016/2017 Councillor Allowances: The Clerk/RFO noted that allowances had not been paid therefore these would be paid retrospectively. Cllrs. K Walton, J Watson, S. Cole, P Broadhurst, A. Coney at £54.61 and S Humphrey, Chairman at £354.61.

10.0 Recreational Open Spaces in Whitley

10.1 State of ROS Play Areas: Cllr. Cole reported that the fence on the A19 near to the swing gate (South) was damaged and had also noted the logs. All the other equipment looked in order. Cllr Walton reported that no action was required at Blackthorn or Lee View areas. Cllr. Watson noted that in the Lee View area of trees the previously mentioned house damaged fences had been identified as belonging to 26, Lee View and 26, Blackthorn Close. Following a discussion it was agreed that Cllr. Walton would speak with the owners asking them to repair the fences and remove the support post off council land. **Resolved: 1.** Cllr. Humphrey would look at the fence and logs and report back. **2.** Cllr. Walton to speak with the owners of the addresses.

11.0 Friends of Whitley:

11.1 Cllr. Cole informed the council that a meeting had taken place and details had been circulated. Of the tasks that had come to light the first project that they were looking at is to cut back the growth on the triangular piece of land at the end of Gravelhill Lane and Whitley Thorpe Lane with a view of placing a bench there. The group were looking for permission to do this. There were other potential projects in Whitley Common but these were much larger undertakings. Cllr. Walton informed the council that she and Cllr. Humphrey had met up with Mr. George Dunnington (Gale Common site) who had made a number of suggestions on developing Whitley Common but the first action would be to cut back/kill off the bracken. Some cutting back of trees which may fit in with the electricity company request to do maintenance that may pay for this. A discussion was had around these points with a view that a contractor may be employed to do the most of the clearing to allow the Friends of Whitley then to enhance the area. It was agreed that as a starting point Friends of Whitley could clear the triangle.

Resolved: Friends of Whitley to clear the triangle.

12.0 Park and Verge Maintenance -2017 Season.

11.1 Cllr. Watson outlined that Bedford mowing had cut the parks in an acceptable manor but as yet the verges had not been cut. These would be cut but Bedford mowing wanted another walkthrough. He commented that he would be monitoring them for the quality of work undertaken and report back. He also commented if a contractor was required for the clearing of Whitley Common, Bedford mowing had the ability to do this. **Resolved:** The council will monitor the work of Bedford mowing.

13.0 Adoption of up-dated Whitley Parish Council Standing Orders:

13.1 The Chairman, Cllr. Humphrey proposed the adoption of the up-dated Whitley Parish Councils Standing Orders. This was seconded by Cllr. Watson. It was agreed by all councillors to adopt them. The Orders were then signed by the Chairman and Vice Chairman Cllr. Walton. **Resolved:** To adopted the orders.

14.0 Adoption of up-dated Whitley Parish Councils Financial Regulations:

14.1 The Chairman, Cllr. Humphrey proposed the adoption of the up-dated Whitley Parish Councils Financial Regulations. This was seconded by Cllr. Watson. It was agreed by all councillors to adopt them. The Financial Regulations were then signed by the Chairman and Vice Chairman Cllr. Walton. **Resolved:** To adopted the Financial Regulations

15.0 A copy of the original deeds establishing Whitley as a village:

15.1 Cllr. Blackburn introduced a copy of the original deeds establishing Whitley village which it's believed can be dated back to circa 1772. He also produced maps of the village from around 1904 and 1948 together with photos from the 1960's. Following a discussion it was agreed that Cllrs Cole and Coney would look to have the deeds translated to modern day English and Cllr. Coney took possession of the items to have them copied

16.0 A.O.B.

16.1 Cllr. Humphrey informed councillor that he'd been informed by a resident that the farmer Richard Dixon would be requesting the council to cut back overhanging trees from Lee View tree belt into his fields.

17.0 Confirm time and date of next meeting

17.1 Annual Parish Meeting: 23rd May 2017 at 7.15pm, Whitley & Eggborough School. Chairman's agenda; only Chairman and Clerk to preside.

17.2 Parish Council Annual Meeting: 23rd May 2017 at 7.30pm, Whitley & Eggborough School. (Election of the Chairman).

18.0 Closure of meeting

18.1 The Chairman closed the meeting at 9.36 pm.

Signed as a true record:

Chairman:

Date: