

Chairman: Councillor Mike Brown
Clerk/RFO: Mrs Juvina Janik
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**Minutes of Hambleton Parish Council meeting
held Thursday 10th August 2017 at Hambleton Village Hall, 7pm**

163/17 Present and Apologies

Cllrs Brown (Chair), Barnes (VC), Clarke, Mountford, Senior and Turner were present. Apologies were received and accepted from District Councillor Pearson.

Also in attendance: Juvina Janik (Clerk)

164/17 Declarations of Interest

None declared

165/17 Approve and sign the minutes of Hambleton Parish Council meeting held 13 July 2017, and Extra Ordinary Meetings held Thursday 29th June and Thursday 6th July

Resolved: The minutes for all four meetings were accepted as a true record and signed by the chair.

166/17 Clerk Report

1. Newsletter collated, published and distributed. Along with leaflets for the Southern CEF meeting at the Village Hall.
2. Minor wording changes made and observations sent regarding Main Road planning application
3. Site Meeting requested of Highways. Response: The access has already been dealt with at the outline planning stage, if the PC wanted to discuss concerns it should have contacted them at this stage.
4. Planning comments submitted regarding Holmewood.
5. Letter to residents re dog waste bin on St Mary's Walk – still to do
6. Letter to residents re hedge issue near Garth Drive Play Area – still to do
7. Contact Tru Green regarding cutting grass too short on Gateforth Lane - Spoken to resident
8. PKF had 2 queries:
 - a) Why hadn't the stump barrier cost been put into the Fixed Asset Value cost for 2015-16 column – raised an an 'except for' matter.
 - b) Can I give exact figures for the significant variances explanations – for 'Staff Costs' and for 'Other Payments'. It came to light that £50 payroll cost I had put into Staff costs should have gone into Other Payments – this was raised as an 'except for' matter and must be amended next year, the detailed explanations I gave for the significant variances were accepted.
9. Absence letters delivered to councillors
10. Cllr Barnes has updated the standing orders which need to be reviewed in the near future and necessary amendments made before being signed off.
11. SDC Standards & Code of Conduct Training attended by Clerk and Cllr Mountford – focus on your behaviour in your role as a councillor and how complaints against councillors are dealt with. Also highlighted the importance of Declaration of Pecuniary Interests – these should be updated annually.
12. Age UK Selby "...wondered if this service is something the village would benefit from. We have helped over 120 clients in Selby area with our "Connecting You" service helping over 50s to

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have more confidence using technology both in their own home and also with computer courses in venues around Selby. We are looking for clients who would like to learn more in a simple and relaxed atmosphere. Would you mind helping us to promote this?" **Resolved:** Clerk to offer to put in the newsletter.

13. New anti-dog fouling window stickers are being offered to Parish and Town Councils across the district in the latest Don't be a Waster – Reduce, Reuse, Respect initiative. **Resolved:** Clerk to ask regarding the cost of the stickers and order a batch if they are free to residents.

167/17 Finance:

- a) Council reviewed the cashbook and bank statement reconciliation.
Resolved: It was approved and signed by the Chair.

JULY 17 RECONCILIATION	
Cash Book balance 30th JUNE 2017	£ 45,457.33
Receipts	£ 52.00
Payments	£ 1,364.18
Cash Book balance 31 JULY 2017	£ 44,145.15
STATEMENT Balance 31 JULY 2017	£ 44,158.65
minus cheques not presented	£ 21.00
add income not cleared	£ 7.50
Therefore	£ 44,145.15

- b) August invoices were checked against the written cheques and signed off.

Cheque No.	To	Details	TOTAL	VAT
	Brought forward		£ 10,523.32	£ 816.30
2320	J.Janik	Clerk Salary JULY 2017	£	£ -
2321	Mr Jiggins	Monthly Maintenance Duties	£ 140.00	
2322	Selby District AVS	Newsletter 341. inv 1329	£ 309.55	
2323	J.Janik	Reimburse for Stationery etc See Claim Form	£ 59.40	9.26
TOTAL SPEND JUNE			£ 989.61	£ 9.26
TOTAL ANNUAL SPEND			£ 11,512.93	£ 825.56

- c) Update from PKF External Auditors: as discussed in the Clerk's report. No further matters have been raised.

168/17 Selby Area Committee Vote

Candidates for both areas were discussed and council decided on their candidate for each. Resolved: Chair completed the form and clerk to post the form.

169/17 Update from members who attended SDC meeting re Standards and Code of Conduct

Cllr Mountford and the clerk gave a brief summary of the topics covered. Resolved: It was agreed Hambleton Parish Council's adopted Code of Conduct should be reviewed along with the Standing Orders by Cllr Barnes so that all documents are up to date and relevant.

170/17 Update of Standing Orders Review

Councillor Barnes has revised the standing orders to ensure they are relevant and up to date. These have been emailed to those with email addresses for review.

Resolved: Review and adoption of revised Standing Orders is to be an agenda item for OCTOBER.

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171/17 Discuss the progress of the War Memorial Plans

Councillor Barnes has contacted NYCC and planning permission will be required, it will be charged at a 50% reduced rate and they require a scale diagram and exact location.

For the 3ft Boulder style memorial the cost estimate is £1.5k which will include installation but the final cost will depend on the number of letters needed. **Resolved:** Clerk to apply for the Locality budget to cover some of the cost. Memorial masons will be approached for quotes using the scale drawing.

A volunteer with a keen interest in the subject is collating a list of all names to be included on the memorial.

172/17 Discuss the progress of plans for a website

Resolved: Councillor Barnes has written a specification of requirements to be sent out to the YLCA's suggested website builders for quotes. It was suggested that Mrs Janik also provide a quote for the work.

173/17 Planning

- a) RELE/2017/0572/HPA – Application withdrawn – East Lea, 28 Gateforth Lane

174/17 Village Maintenance

- a) Clerk to complete actions/letters from last meeting
- b) None

175/17 Next ordinary parish council meeting will be Thursday 14th September 2017, 7pm

176/17 Meeting closed 20.34

Signed: _____ Date: _____