

Chairman: Councillor Richard Sim
Clerk/RFO: Mrs Juvina Janik
43 Chapel Street, Hambleton, YO8 9JG Telephone: 01757 229885
Email: jjhambletonpcclerk@gmail.com

**Minutes of Hambleton Parish Council meeting
Thursday 9th MAY 2019 at Hambleton Village Hall, 7PM**

75/19 Present and Apologies

Parish Councillors in attendance: Councillors Richard Sim (Chair), Jeff Bramley, David Brown, Cath Protheroe, Billy Senior and Debra Turner. Apologies were received from District Councillor Pearson and Councillor Melissa Mountford. Also in attendance: Juvina Janik (Clerk), and Mrs J Wigham.

76/19 Declarations of Interest

None declared.

77/19 Attendees Comments on Agenda Items

Mrs Wigham wanted to report the difficulty she had parking at the cemetery and also wanted to raise the issue of the 30mph/40mph boundary on Main Road outside the new development. Both issues are already being followed up by the Parish Council.

78/19 Approval and signing of the minutes from the Parish Council meeting 11th April 2019

Resolved: Council approved the minutes as a true record and the Chair signed them.

79/19 Clerk's report

Burial Authority – Burns have requested Hambleton PC advice on an inscription they have been asked to do on the back of a headstone. Photos of existing memorial were provided. **Resolved:** An inscription on the back of a headstone as a primary memorial was deemed inappropriate, persons laid to rest in the cemetery should be marked on the front of a headstone. With this in mind, the solution of an engraved plaque fixed to the plinth of existing headstone (which has no room for further inscription) would be preferred. Additional memorials cannot be allowed along the length of the grave due to the maintenance process.

Phone call re parking on Common Lane – Cars parking along the roadside up to the junction with Main Road are causing difficulties for a resident getting out of her driveway and others using the road as there are numerous adjoining junctions here. Clerk explained that dangerous parking should be reported to the police and that she would report the issue to the PC for discussion. **Resolved:** The issue would be raised in the Newsletter with the relevant excerpt from the Highway Code. Further and continuous inconsiderate parking could afford a letter from the PC highlighting the issue to households in the area and requesting their cooperation in the matter.

Register of Interest Forms – councillors completed

Election Expenses Forms – councillors completed

Speeding along Mill Lane – change from National Speed Limit to 30mph pros and cons. **Resolved:** a meeting to be arranged with Highways regarding the issue.

New Councillor Training at Owl, 14th June, £115 pp. **Resolved:** 3 Councillors would like to attend the training. 1 councillor would like to attend the course at the alternative location in Barnsley on 19th July.

DRAFT

Notice of public rights and publication of unaudited AGAR 1st July – 9th August. Dates were approved. Councillor Sim will deal with requests until 5th July.

Actions from last meeting:

- Monitoring form sent back for the grant received for Memorial
- Lease, clarification of those points requested
- Proposed signs for cemetery checked for quality – quality approved, clerk to order as planned.
- Bench on Common Lane, funds received, bench ordered
- CIL funds applied for re Cheque for Friends of Hambleton School, not yet sent to them, awaiting funds to be deposited in account
- Age UK cheque delivered, thank you letter received.
- Email sent to Area 7 re 30mph

80/19 To receive the Internal Auditor Report and comments following inspection of the AGAR

There were no issues brought to the attention of the clerk other than a typo within the Payments and Receipts account. Council were able to review the report and the comments. **Resolved:** The chair signed the document to show it had been seen at the meeting.

81/19 To consider and complete the Annual Governance Statement, AGAR Section 1

Resolved: Council completed the form as appropriate and the Chair and the Clerk/RFO signed the form in line with requirements.

82/19 To approve the AGAR 2018/19 Accounting Statements, AGAR Section 2

Resolved: Council reviewed the figures on the accounting statements and had the Receipts and Payments Account that the Clerk/RFO had prepared to show where the figures originated from as well as the Auditor Report to refer to. The Accounting Statements were approved and the Chair and the Clerk signed the form in line with requirements.

83/19 Discuss further action on Neighbourhood Plan for Hambleton

Councillor David Brown had contacted Martin Grainger, Chief Planning Officer, regarding a meeting to discuss the Neighbourhood Plan, a response is expected next week. **Resolved:** The resulting meeting should be used to establish whether a Neighbourhood Plan for Hambleton is appropriate or whether the current Local Plan by SDC is robust enough that a NP is unnecessary. Cllr Brown is to arrange a visit from an Oxspring Parish Councillor whose council has just completed a NP to share her experience (June Agenda). Following a response from MG the interest of the community will be gauged by using a Facebook Poll and the Newsletter to ask for the public opinion on their greatest concerns for the future of the village. Same 'advert' will run in Newsletter again this month.

84/19 To discuss website information

Councillor Sim is developing the website to improve the interface and usability for the community. As part of the improvements he would like to have a photograph of the councillors so that they are recognisable and hopefully more approachable to the people in the village. Suggestion to display length of service information and Register of Interests forms. Link to be established to and from SDC website. Option for Web developer to provide safety assurances for the site against hacking etc into the future at a cost of £20 per month. Possible Sub-site for Neighbourhood Plan.

DRAFT

Resolved: Council agreed photos would be beneficial and photos will be done next month. Length of service information was dismissed as unnecessary. Register of interests was agreed to go on website. Clerk to ask SDC to link back to the Hambleton PC website. Web Developer safety assurances were agreed to go ahead, Cllr Sim to inform the developer. Neighbourhood Plan subsite was approved, Cllr Sim will create once the NP is given the go ahead.

85/19 Village Maintenance and actions to be taken

- a) Play Area inspection report – A quote for repairs and a quote for a replacement roundabout were provided. The roundabout replacement quoted for was very different to the existing roundabout. **Resolved:** A quote for the ‘Hurricane’ roundabout, most similar in appearance to the existing roundabout is to be requested. It is accepted the cost will be more than the one quoted previously but the benefits may be worth it. Clerk to follow up and report back to council.
- b) Complaint re cemetery grass cutting – Council agree with the complainant, newer graves should not have a mover ridden over them. In addition, the grass needs to be collected. The care that has been taken in maintaining the cemetery over the years has noticeably deteriorated this year. **Resolved:** Clerk to write a letter to the contractors expressing the council’s dissatisfaction.
- c) Cemetery Bin – It has previously been agreed that a smaller bin would be less intrusive and yet still meet the waste needs at the cemetery. The grit bin is too big also, is there a possibility to have this outside the front wall at the cemetery? A cone is still needed for funerals. It was also noted that ashes of still-born babies had been buried along the front wall on the right hand side of the cemetery. **Resolved:** Based on the options provided by SDC (pictures provided), it was agreed that a 360 litre bin would be suitable, the decision will be reviewed after it has been in use for a while. Clerk to find information regarding the grit bin possibilities, and ask HRAA for any information they have regarding the still-born babies, the council feel it appropriate that this space is marked for the future.
- d) Litter bin on Field Lane – **Resolved:** Following confirmation that SDC will empty the bin so long as a vehicle can access it, which it can, a request for one ‘Barnsley’ litter bin is to be submitted. The cost will be £234.50. Clerk is follow up whether this can be paid for by CIL.
- e) Matters to report:
 - i) The dyke along Main Road now it has been cleared has been reported as rather visually intimidating, because it is so open. **Resolved:** Clerk to ask Highways to check if any measures can be taken to reduce the visual impact it has had on some drivers.
 - ii) Bus shelter – progress is being made with this, councillors to continue to assess the situation as it shouldn’t be long before this can be back in place.
 - iii) Tour de Yorkshire – Councillor Bramley made council aware that a £1k grant for Bunting is available to the village should the TdY pass through next year.

86/19 Planning:

- a) 2019/0384/MAN2 – Non-material amendments – Angel Riding Centre, Morton Lane. **Resolved:** No observations.
- b) Notices of decision:
2019/0248/HPA – 3 The Cottages, Chapel Street – Granted
2019/0263/HPA – 56 Chapel Street – Granted
- c) Approve Standing Order for Planning Committee
Resolved: The Standing was approved by council and signed and dated by the Chair and the Clerk. **A Planning Committee was formed** with the following members: Councillor

DRAFT

Bramley, Councillor Brown and Councillor Protheroe. The Planning Committee was designated an EXECUTIVE Committee and will be able to make decisions on behalf of the Hambleton Parish Council with regards to planning applications received in between ordinary council meetings.

87/19 Finance

- a) To approve the financial summary and bank reconciliation prepared for APRIL cashbook.

Resolved: The cash book and bank statement reconcile.

MARCH 19 RECONCILIATION		o/s cheques:		
Cash Book balance 29th MAR 2019	£ 29,802.21	2465	Friends of Hambleton	£ 2,000.00
Receipts	£ 16,880.15	2466	AGE UK SELBY	100
Payments	£ 4,945.72			
			TOTAL O/S CHQ	£ 2,100.00
Cash Book balance 30TH APRIL 2019	£ 41,736.64			
STATEMENT Balance 30TH APRIL 2019	£ 43,836.64			
o/s cheques: detailed at side	£ 2,100.00			
	£ 41,736.64			

- b) To approve payments to be made in MAY 2019

Resolved: The cheques were checked against the invoices, and cheques were signed accordingly.

Date		To	Details	TOTAL	VAT
09/05/2019	CHQ	Brought forward		£ 4,945.72	£ -
	2469	J.Janik	APRIL Salary	£ 788.64	
	2468	Mr Jiggins	AMENITIES OFF	£ 140.00	
	2467	Streetscape	Play Area Inspection	£ 240.00	£ 40.00
	2470	HVHMC	Hall Hire Jan, Feb, Mar	£ 36.00	
	2471	SDC	Non domestic Rates	£ 240.59	
	DD	YORKSHIRE WATER	WATER AT CEMETERY	£ 9.05	
	SO	ADVANSYS	MAY HOSTING	£ 30.00	
	2472	Glasdon UK	Bench, Common La	£ 627.68	£ 104.61
	2473	A. Bosmans	2018-19 Internal Au	£ 155.00	
	TOTAL SPEND MAY 19			£ 2,010.96	£ 144.61
	TOTAL 2019-20 ANNUAL SPEND			£ 6,956.68	£ 144.61

88/19 Items to go in the newsletter

Resolved: Neighbourhood Plan, Considerate Parking, Cemetery Parking, Pavement Parking, Election Result.

89/19 Confirm the date of the next PC meeting

Resolved: Next Parish Council Meeting, 7pm Thursday 13th JUNE 2019

Annual Parish Meeting is on 16th May 6.30pm.

90/19 Meeting close 9.28pm

Signed: _____ Date: _____