**KILPIN PARISH COUNCIL – Minutes**

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| **Clerk** | Ms Jayne Waude |
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| **Chair** | Ms Lynn Todhunter |
| **Date** | 11th April 2019 |

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| The minutes of the meeting of Kilpin Parish Council held at 7pm at Scholfield Village Hall, Skelton on **Thursday 4th April 2019.** |

**AGENDA**

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| **1623** | **1** | **Present – Lynn Todhunter – Chairman (LT), Keith Palmer – Vice Chairman (KP), Glyn Palmer (GP), Philip Jarred (PJ), Sophie Ross-Briggs (SRB), Ward Councillor Linda Bayram (LB) and Jayne Waude – Clerk (JW).** |
| **1624** | **2** | **To receive apologies for absence – No apologies** |
| **1625** | **3** | **Resignation of Joe Oughtred** – JW stated that the resignation of Joe Oughtred (JO) had been received by all members. KP requested that he would like to discuss this decision with JO and it was agreed that JW would write to JO asking for him to reconsider his resignation as he was a highly valued member of the council. **KP/JW** |
| **1626** | **4** | **Code of Conduct**   1. **To record declarations of Pecuniary/Non Pecuniary interest by any Members of the Council in respect of the agenda items listed below.** 2. **To note dispensations given to any Member of the Council in respect of agenda items below.**   LT declared a non-pecuniary interest in items 7 & 12  SRB declared a non-pecuniary interest in item 14 |
| **1627** | **5** | **Public participation session (15 minutes)** – No members of the public attended |
| **1628** | **6** | **To confirm approval of the Minutes of the Parish Council Meeting held on the 7th March 2019** – LT signed the minutes of the Parish Council Meeting held on the 7th March 2019 as a true record. |
| **1629** | **7** | **To consider planning matters/decisions.**  **Planning Consultation for 19/00923/PLF Plots 8 & 9 Kilpin Close, Kilpin, East Riding Of Yorkshire, DN14 7TL** – No comments to make from the Council. **JW**  **Notification of appeal for 18/02088/PLF Land East Of Gate Farm, Kilpin Broad Lane, Kilpin, East Riding Of Yorkshire, DN14 7XH** – No objection from the Council  **JW** |
| **1630** | **8** | **To note actions taken from the last meeting**   1. **Speeding group** – SRB and PJ to arrange a meeting of the Speeding Group. It was agreed that this be removed from the agenda. **PJ/SRB/JW** |
| **1631** | **9** | **To receive report from the Friends of Scholfield Village Hall** – LT stated that the FOSVH will meet next week and will provide the Council with minutes. |
| **1632** | **10** | **To note matters concerning Scholfield Village Hall**   1. **Maintenance** – KP reported that the notice board had now been repaired and provided JW with the invoice to be paid. PJ to source light bulbs for hall. **JW/PJ** 2. **Monthly checks including defibrillator** – PJ and KP to carry out checks. LT reported that the pads for the defibrillator will require replacing in May 2019 and stated that this will be diarised. **KP/PJ/LT** 3. **Health and Safety** – KP to check smoke alarm near entrance. LT advised that the cleaners would call in and check the bins between cleans when passing as a report had been received that they had been overflowing. **KP** 4. **Funding** – KP confirmed the acceptance form had been submitted to Sixpenny Wood for the new boiler funding. JW to contact Sixpenny Wood to request a payment date. KP reported that there had been an increase in the original quotation of £80 and it was agreed by all members that this was acceptable. KP advised that a base will be required. KP and PJ offered to complete this task. **JW/KP/PJ** 5. **Future Projects 2019** – JW stated that a request had been made for a joint meeting with the FOSVH in June 2019 and that a reply will be received after their meeting next week. 6. **Hall lettings and** calendar – JW provided members with a report on monthly lettings figures. PJ stated that he will be taking over the bookings of the hall and requested a separate mobile phone to control this. This was ratified by the council. PJ to source mobile phone. **PJ** 7. **Heating timer** – KP to take over the setting of the heating timer from JO.**KP** 8. **Hire Agreement** – JW reported there were still a few outstanding agreements to be signed. JW to contact U3A. **JW** |
| **1633** | **11** | **To discuss the Matthew Pickering Charity** – KP to discuss with JO and report at the next Parish Council Meeting. PJ requested a copy of the constitution and made a request to change the constitution to having 1 no. councillor as a trustee. **KP** |
| **1634** | **12** | **To discuss damaged verges in Kilpin** – LT reported that there was no update from Nigel Wilkinson following his complaint to ERYC. PJ asked LB if she had reported the potholes and state of the roads elsewhere in the Parish and asked her to chase up again. |
| **1635** | **13** | **To discuss Bridleway sign at Kilpin** – JW reported that the damaged sign had now been replaced. LT advised to remove from the agenda. **JW** |
| **1636** | **14** | **To discuss Near Drain – 3/12/18** – JW reported that no further correspondence had been received. LT advised to remove from the agenda. **JW** |
| **1637** | **15** | **To discuss Caravans at Beechwood** – LT reported that the caravans were no longer on site and advised to remove from the agenda. **JW** |
| **1638** | **16** | **To discuss IT in relation to Kilpin Parish Council including website** – JW provided members with the analytical report for March 2019 and advised that the Parish Council website was in the process of being upgraded. |
| **1639** | **17** | **To discuss Social Media – 3/12/18** – JW reported on recent research of control of social media sites. It was agreed that SRB would continue to update the Council’s Facebook page and will add JW as admin. **SRB** |
| **1640** | **18** | **To receive report from the Personnel Committee** – It was agreed that PJ would replace JO on the Personnel Committee. |
| **1641** | **19** | **To discuss correspondence received** – JW confirmed that all correspondence and emails had been forwarded since the last meeting. JW reported that an email had been received from a resident reporting the conditions of the roads in Skelton and surrounding areas. PJ asked LB to look into this and report back to the council. LT discussed the recent ‘My Account’ information received from Head of Technology and Transformation and it was agreed that this should be made available to residents via the website and Facebook page. **JW/SRB**  **LB left the meeting at 8.30pm** |
| **1642** | **20** | **To note current financial position** – JW provided members with an up to date bank reconciliation and a copy was signed by one member for records. |
| **1643** | **21** | **To discuss Kilpin Parish Council accounts**   1. **Monthly accounts and financial accountability** – JW stated that the monthly accounts were available for viewing. |
| **1644** | **22** | **To approve Clerk’s salary and expenses** – KP & GP approved the clerks salary. |
| **1645** | **23** | **Date of the next meeting – The next meeting of Kilpin Parish Council will be Thursday 9th May 2019. This meeting will be held after the Annual Parish Meeting and the Annual Parish Council Meeting.** |
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**J Waude**

Clerk

Date 11th April 2019