**KILPIN PARISH COUNCIL – Minutes**

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| **Clerk** | Ms Jayne Waude |
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| **Chair** | Mr Phil Jarred |
| **Date** | 19th June 2019 |

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| The minutes of the meeting of Kilpin Parish Council held at 7pm at Scholfield Village Hall, Skelton on **Thursday 6h June 2019.** |

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| **1668** | **1** | **Present – Phil Jarred – Chairman (PJ), Keith Palmer – Vice Chairman (KP), Glyn Palmer (GP), Lynn Todhunter (LT), Jayne Waude – Clerk (JW) and two members of the public** |
| **1669** | **2** | **To receive apologies for absence – Sophie Ross-Briggs (SRB)** |
| **1670** | **3** | **Co-option Procedure** – Peter Sanderson (PS) addressed members and asked to be co-opted onto the council. The council asked Mr Sanderson to leave the room and a vote to co-opt took place. Mr Sanderson was invited back to the meeting and was then co-opted onto the council and completed his acceptance form. PJ welcomed Mr Sanderson to the council. |
| **1671** | **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 & PS declared a non-pecuniary interest in item 12 |
| **1672** | **5** | **Public participation session (15 minutes)** – 1 member of the public was present but no comment was made. |
| **1673** | **6** | **To confirm approval of the Minutes of the Parish Council Meeting held on the 9th May 2019** – LT requested amendments to be made to the minutes of the Parish Council Meeting held on 9th May 2019. JW to amend.  **JW** |
| **1674** | **7** | **To consider planning matters/decisions.**  **Planning Consultation for 19/01215/PLF Wold Plant Services Limited, Fountain Head, Brow Lane, Balkholme, East Riding Of Yorkshire, DN14 7XH**   * No comments to make from the Council. **JW**   **Planning Consultation for 19/01506/PLF Annas Happy Trotters, Kilpin Hall Farm, Howdendyke Road, Kilpin, East Riding Of Yorkshire, DN14 7TJ**   * The Council discussed issues of increased traffic and parking in Kilpin. PS discussed concerns regarding lack of parking in the development leading to over spilling in the village and further damage to already distressed verges.  **JW** |
| **1675** | **8** | **To discuss speeding in the Parish** – PJ reported on the first successful meeting of the Speeding Group. A second meeting is to be arranged with an invitation being sent to the necessary local authorities to attend.  **PJ/SRB** |
| **1676** | **9** | **To receive report from the Friends of Scholfield Village Hall** – The next report will be received after the July meeting. All members had been provided with a financial breakdown. |
| **1677** | **10** | **To note matters concerning Scholfield Village Hall**   1. **Maintenance** – KP had attended to general repair work and it was suggested that a general handyman may be required as the hall gets used more frequently. KP asked JW to contact The Green Team to get a breakdown of the grass cutting agreement.  **JW** 2. **Monthly checks including defibrillator** – PJ & KP confirmed checks had been carried out. LT confirmed installation of new set of defibrillator pads at Howdendyke and KP to change pads at Skelton. KP to contact SRB regarding defibrillator training.  **KP** 3. **Health and Safety and Environmental** – KP to obtain quotes for pipe protection. KP reported that the fire hydrant had been leaking and needs to be regularly checked. PJ to add to regular checks.  **KP/PJ** 4. **Funding / Boiler invoice** – JW to contact boiler installation company in order to reduce their invoice by £200 in order to bring it in line with their accepted quote.   **JW**   1. **Future Projects 2019** – It was agreed that lighting and the toilet areas would be the next projects. The Friends of Scholfield Village Hall had been asked for their help and assistance at a meeting held prior to this one. JW was asked to contact all groups that use the hall to ask for lighting suggestions. LT expressed concerns over new septic tank regulations and was asked to research this and report back at the next meeting.  **LT** 2. **Hall lettings and calendar** – JW provided members with a breakdown of the monthly lettings. 3. **Heating timer** – JW provided PJ with a sign asking for hirers not to adjust the radiators in the hall. PJ to display.  **PJ** 4. **Hire Agreement** – JW reported that there was one final agreement still to be signed. 5. **Electricity Supplier Contract** – JW confirmed that Npower had been given notice of termination and KP reported that British Gas would be the new electricity supplier once the 30 day notice expired. |
| **1678** | **11** | **To discuss the Matthew Pickering Charity** – Members had been provided with an up to date report and KP advised that 3 no. applications had been sent out. |
| **1679** | **12** | **To discuss damaged verges in Kilpin** – LT reported that Ward Councillor Nigel Wilkinson had been contacted regarding the poor temporary repairs. It was agreed that LT would contact Nigel Wilkinson again in order to make a formal complaint. **LT** |
| **1680** | **13** | **To discuss notice board at Balkholme – 6/6/19** – It was reported that a telegraph pole in Balkholme had been removed and the notice board belonging to the council had also been removed. PJ to provide JW with a contact number for BT to ascertain the whereabouts of the notice board.  **PJ/JW** |
| **1681** | **14** | **To discuss IT in relation to Kilpin Parish Council including website** - JW provided members with the monthly analytical report. PS to set up council email address. **PS** |
| **1682** | **15** | **To discuss Social Media – 3/12/18** – PJ reported SRB active with Facebook page. |
| **1683** | **16** | **To discuss VE Day 75th Anniversary Celebration – 6/6/19** – A meeting with the FOSVH had taken place and a suggestion of a family event with BBQ and possible lighting of the beacon. It was agreed to discuss this further at the next meeting. |
| **1684** | **17** | **To receive report from the Personnel Committee** – JW reported that confirmation had been received from ERNLLCA that PJ & JW would be attending the 3 day Good Councillor Accredited Course. PS made a request to attend if there was any availability. JW to enquire.  **JW** |
| **1685** | **18** | **To discuss correspondence received** - JW confirmed that all correspondence and emails had been forwarded since the last meeting. JW read out an invitation to attend a Wildlife Exhibition. KP & GP to attend on behalf of the council. **KP/GP**  PJ asked the member of the public to leave the meeting and thanked him for his interest. |
| **1686** | **19** | **To note current financial position** – JW provided members with an up to date bank reconciliation. |
| **1687** | **20** | **To discuss Kilpin Parish Council accounts**   1. **Monthly accounts and financial accountability** – JW stated that the monthly accounts were available for viewing. 2. **To sign Annual Governance and Accountability Return** – PJ signed the Annual Governance and Accountability Return with will now be displayed on the website.   **JW** |
| **1688** | **21** | **To approve Clerk’s salary and expenses** – The clerks salary and expensed were approved by the personnel committee. |
| **1689** | **22** | **Date of the next meeting - The next meeting of Kilpin Parish Council will be Thursday 4th July 2019 at 7pm.** |
|  |  | **Meeting closed 8.45pm.** |

**J Waude**

Clerk

Date 19th June 2019