**KILPIN PARISH COUNCIL - Minutes**

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| **Clerk** | Ms Jayne Waude |
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| **Chair** | Mr Phil Jarred |
| **Date** | 12th July 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 July 2019**. |

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| **1690** | **1** | **Present – Phil Jarred – Chairman (PJ), Keith Palmer – Vice Chairman (KP), Glyn Palmer (GP), Lynn Todhunter (LT), Sophie Ross-Briggs (SRB) and Jayne Waude (Clerk) JW. 2 members of the public were in attendance to be co-opted in item 3.** |
| **1691** | **2** | **To receive apologies for absence** – Peter Sanderson (PS). KP and GP addressed the council and announced their joint resignation which was to take immediate effect. PJ thanked KP and GP for all their hard work during their time on the council and they then left the meeting. |
| **1692** | **3** | **Co-option** – Carl Palin (CP) and Gill Dixon (GD) made a request to be co-opted onto the council. PJ asked them to leave the room and a vote was taken to co-opt CP and GD onto the council with immediate effect. |
| **1693** | **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 no-pecuniary interest in item 12. |
| **1694** | **5** | **Public participation session (15 minutes)** – No public were in attendance. |
| **1695** | **6** | **To confirm approval of the Minutes of the Parish Council Meeting held on the 9th May 2019 and 6th June 2019** – The minutes of the Parish Council Meeting held on the 9th May 2019 and 6th June 2019 were signed by PJ as a true record. |
| **1696** | **7** | **To consider planning matters/decisions.****Planning Consultation for 19/02047/PLF Kilpin Hall, Howdendyke Road, Kilpin, East Riding Of Yorkshire, DN14 7TJ** – Kilpin Parish Council had no comments to make.LT stated that the comment made on planning application 19/01506/PLF Annas Happy Trotters did not contain concerns about the access road going into Narrow Lane which is a single carriageway, two way road and sustainability ie. the fact that there are no shops, facilities, buses etc. JW to contact ERYC planning to enquire as to if this can be added after the deadline. **JW** |
| **1697** | **8** | **To discuss speeding in the Parish** – SRB provided the Council with a progress report on the Speeding Group. A joint meeting will be arranged with Laxton Parish Council and a representative from the Police Force to be invited. It was reported that Broad Lane, Howdendyke and Kilpin bend were areas where speeding was causing major concerns. GD stated that agricultural traffic was also an issue in the parish and it was agreed that JW would contact local businesses to politely ask their staff to adhere to the speed limits when travelling to and from their place of work. SRB suggested placing mirrors on bends and it was decided that JW would contact ERYC to ascertain when the next traffic survey will be carried out. **SRB/JW**  |
| **1698** | **9** | **To receive report from the Friends of Scholfield Village Hall** – The FOSVH had not had a meeting at this time and PJ informed new members of the items discussed at the recent joint meeting. PJ reported that he was in the process of contacting local businesses toask them to donate picnic benches for the area to the rear of the village hall. These will be supplied with their own name plaque. **PJ**  |
| **1699** | **10** | **To note matters concerning Scholfield Village Hall**1. **Maintenance** – PJ and CP provided the council with details of local handymen and their hourly charges. CP to provide PJ with details. SRB to advertise on Facebook for a local handyman from the parish to carry out small repairs at the village hall. LT reported that the septic tank would not need replacing when new regulations take effect and it was discussed that it may also not require emptying. PJ to contact local company to inspect septic tank. PJ to repair broken window and LT to report on total number of windows that will need replacing. There had been damage done to the walls in the hall due to hirers using Sellotape or Blu Tack. It was agreed that PJ would contact the hirers and SRB suggested a notice in the hall asking that nothing is stuck directly onto the walls or paintwork.

 **CP/SRB/PJ/LT** 1. **Monthly checks including defibrillator** – PJ to do monthly checks this week. GD offered to carry out the monthly defibrillator check at Skelton. LT to provide GD with log in details. **PJ/GD/LT**
2. **Health and Safety and Environmental** – PJ to follow up the quotes for pipe protection at the rear of the hall.  **PJ**
3. **Funding / Boiler invoice** – JW reported that the invoice issue had now been resolved. CP agreed to take the place of KP on the Wind Farm Committee.
4. **Future Projects 2019** – PJ to obtain quotes for new lighting, JW read out lighting preferences from group members who use the hall regularly. PJ to obtain quotation for hand dryers and also for a full refurbishment of the toilet areas. GD suggested asking local companies to donate flooring and any ex display items.

LT reported that the fence required repairing.  **PJ** 1. **Hall lettings and calendar** – JW provided members with a monthly breakdown of the lettings figures.
2. **Heating timer** – Nothing to report. It was agreed that this would be removed from the agenda. **JW**
3. **Hire Agreement** – JW to contact a U3A representative in order to obtain a final signature on a group hire agreement.  **JW**
4. **Electricity Supplier Contract** – JW confirmed that the new electricity supply online account had now been set up and PJ requested the log in details so the readings can be entered. **JW/PJ**
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| **1700** | **11** | **To discuss the Matthew Pickering Charity** – PJ asked for asked members to volunteer to become trustees of the Matthew Pickering Charity. To be discussed at the next meeting. |
| **1701** | **12** | **To discuss damaged verges in Kilpin** – LT reported a reply had been received by Nigel Wilkinson of East Riding who confirmed that Streetscene will be dealing with the issues shortly and a date will be supplied. |
| **1702** | **13** | **To discuss notice board at Balkholme** – 6/6/19 – PJ to provide JW with contact details of the BT Department responsible for removing the notice board. **PJ/JW** |
| **1703** | **14** | **To discuss IT in relation to Kilpin Parish Council including website** – JW provided members with the monthly analytical report. |
| **1704** | **15** | **To discuss Social Media – 3/12/18** – SRB reported on Facebook interaction and PJ thanked SRB for her continued work running the Councils Facebook page. |
| **1705** | **16** | **To discuss VE Day 75th Anniversary Celebration – 6/6/19** – LT explained the planned VE Day celebrations to new members and the Council agreed that Sunday would be the day to hold a family event. GD suggested a marquee and it was agreed that members would make enquiries with regards to borrowing one. All were in favour of a BBQ. |
| **1706** | **17** | **To receive report from the Personnel Committee** – Due to the resignation of KP and GP SRB volunteered to become a member of the Personnel Committee. |
| **1707** | **18** | **To discuss correspondence received** – JW confirmed that all correspondence and emails had been forwarded since the last meeting. JW read out the resignation of Keith and Glyn Palmer. All members said that they would be sadly missed and it was agreed that a card and flowers to the value of £25 would be sent to their new address. **JW** |
| **1708** | **19** | **To note current financial position**  – JW provided members with an up to date bank reconciliation. |
| **1709** | **20** | **To discuss Kilpin Parish Council accounts** 1. **Monthly accounts and financial accountability** - JW stated that the monthly accounts were available for viewing.
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| **1710** | **21** | **To approve Clerk’s salary and expenses – The Clerks salary and expenses were approved by PJ.** |
| **1711** | **22** | **Date of the next meeting** – The date of the next Parish Council Meeting will be 5th September 2019 at 7pm. |
|  |  | **Meeting Closed at 8.55pm** |

**J Waude**

Clerk

Date 12th July 2019