**KILPIN PARISH COUNCIL – Draft Minutes**

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

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| The minutes of the meeting of Kilpin Parish Council held at 7pm at Scholfield Village Hall, Skelton on **Thursday 3rd October 2019.**  |

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| **1735** | **1** | **Present – Phil Jarred – Chairman (PJ), Lynn Todhunter (LT), Sophie Ross-Briggs (SRB), Peter Sanderson (PS), Carl Palin (CP), Gill Dixon (GD) and Jayne Waude – Clerk (JW)**  |
| **1736** | **2** | **To receive apologies for absence – No apologies** |
| **1737** | **3** | **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 Item 11aPS declared a non-pecuniary interest in item 11a |
| **1738** | **4** | **Public participation session (15 minutes)** – Two members of the public attended, one with a view to being co-opted and the second remained silent. |
| **1739** | **5** | **To confirm approval of the Minutes of the Parish Council Meeting held on the 5th September 2019** – The minutes of the Parish Council Meeting held on 5th September 2019 were signed as a true record after LT requested an amendment on the planning Notifications of appeals for 18/00073/ REFUSE Land East of Gate Farm and 19/01506/PLF Annas Happy Trotters, Kilpin Hall Farm, Howdendyke Road, Kilpin – both to say Application Refused. **JW** |
| **1740** | **6** | **To elect Vice Chairman** – Peter Sanderson was proposed as Vice Chairman and Sophie Ross-Briggs seconded the proposal. Peter Sanderson was elected as the Vice Chairman of Kilpin Parish Council and completed the Declaration of Acceptance of Office. |
| **1741** | **6a** | **To consider planning matters/decisions.****Planning Consultation for 19/02093/PLF Kilpin Main Road, Belby, DN14 7UZ** – It was agreed that JW would request an extension until the next Parish Council meeting.**Notification of Decision on App Ref 19/02288/PLF Pear Tree Cottage, Brow Lane, Balkholme, DN14 7XH** – Application approved.**Planning Consultation for 19/03106/PLB East Lynton Farm, Main Road, Newland, DN14 7XF** - It was agreed that JW would request an extension until the next Parish Council meeting.**Notification of Decision on App Ref 19/02047/PLF Kilpin Hall, Howdendyke Road, Kilpin, DN14 7TJ** – Application approved.**Planning Consultation for 19/03105/PLF East Lynton Farm, Main Road, Newland, DN14 7XF** - It was agreed that JW would request an extension until the next Parish Council meeting. **JW** |
| **1742** | **7** | **To discuss speeding in the Parish** – GD suggested that the Speeding Group have a positive approach and that its aim will be the safety of our parishioners. PJ stated thatthe groupwill be to educate people only. It was agreed that 6 volunteers would be required for the group, SRB to report back at the next meeting. **SRB** |
| **1743** | **8** | **To receive report from the Friends of Scholfield Village Hall** – PJ reported that the recent Quiz had been extremely successful. JW stated that the Friends of Scholfield Village Hall would donate a picnic bench for the village hall. JW to thank the FOSVH. **JW** |
| **1744** | **9** | **To note matters concerning Scholfield Village Hall**1. **Maintenance** – JW reported on a recent report of issues that were brought to light after the recent FOSVH event. PJ to carry out repairs. A report had been received that the village hall had been left unlocked after a recent class. JW to contact all groups to remind them to check that the door is locked upon leaving the building. JW to order more paper towels for the toilet areas. **PJ/JW**
2. **Monthly checks including defibrillator** – PJ reported that all checks were up to date.
3. **Health and Safety and Environmental** – JW confirmed that the fire extinguishers and smoke alarms had been checked and provided PJ with the certificate. PJ advised that the boxing of the pipes outside was still ongoing.  **PJ**
4. **Funding / Sixpenny Wood Wind Farm Press Release** – PJ to do a case study. **PJ**
5. **Future Projects 2019** – PS provided a quotation for new lighting. JW to forward the email received from one of the Friends of Scholfield Village Hall re recent purchase of lighting at home. PJ to look at this lighting for possible use in hall. GD suggested taking off shades to see if the lighting is improved. PJ suggested removing shades for the next Parish Council meeting. JW to obtain a second quote. **JW/PJ**
6. **Hall lettings and calendar** – JW reported on lettings figures for September. SRB to advertise the hall on Facebook and GD to organise further advertising with local media sources.  **SRB/GD**
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| **1745** | **10** | **To discuss the Matthew Pickering Charity** – PJ to ask Joe Oughtred to attend the next meeting in order to update members on the charity. **PJ**  |
| **1746** | **11** | **To discuss Remembrance Day Wreath** – JW to order and collect the Remembrance Day wreath. LT to ask Phil Markland to lay the wreath for Kilpin Parish Council. **JW/LT**   |
| **1747** | **11a** | **To discuss damaged verges in Kilpin** – LT reported that Ward Councillor Nigel Wilkinson had contacted Streetscene. PS suggested a passing place in Kilpin. |
| **1748** | **12** | **To discuss erosion of the river bank by farm machinery 5/9/19** – No reply as yet from the Environment Agency. JW to chase up. **JW** |
| **1749** | **13**  | **To update Community Emergency Plan – 5/9/19** – JW to complete and return. **JW** |
| **1750** | **14** | **To discuss notice board at Balkholme – 6/6/19** – JW reported that BT were looking into the missing notice board. JW to chase up.  **JW** |
| **1751** | **15** | **To discuss IT in relation to Kilpin Parish Council including website** – JW reported on September analytical report for the website. |
| **1752** | **16** | **To discuss Social Media – 3/12/18** – GD offered assistance with the Facebook page and it was suggested a photo competition would enable local people to see how interesting the surrounding area is. |
| **1753** | **17** | **To discuss VE Day 75th Anniversary Celebration – 6/6/19** – JW reported that Wren Kitchens had kindly donated a picnic bench with plaque for the village hall. It was agreed that JW would thank Wren Kitchens and arrange a photo with a representative from Wren in order to help with obtaining four more benches from other local businesses. It was agreed that Laxton Parish Council would be contacted again with regards to a joint event. SRB to contact Laxton Parish Council. **SRB/JW****The member of the public was asked to leave the room.**  |
| **1754** | **18** | **To receive report from the Personnel Committee** – JW reported on the second day of the Good Councillor Course. |
| **1755** | **19** | **To discuss correspondence received** – JW reported that all correspondence and emails had been forwarded since the last meeting. A letter was read out from a resident enquiring about a recent gate that had appeared on the grounds of the village hall. It was agreed that PJ would contact the resident who had installed the gate and ask for the boundary to be restored to its original condition and to make a request through the appropriate channels. **PJ**  |
| **1756** | **20** | **To note current financial position** – JW provided members with an up to date bank reconciliation. |
| **1757** | **21** | **To discuss Kilpin Parish Council accounts**1. **Monthly accounts and financial accountability** – JW reported that the monthly accounts were available for inspection.
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| **1758** | **22** | **To approve Clerk’s salary and expenses** – The clerks salary and expenses were signed and approved by the Personnel Committee. |
| **1759** | **23** | **Date of the next meeting – The date of the next Parish Council Meeting will be Thursday 7th November 2019 at 7pm.** |
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**J Waude**

Clerk

Date 12th October 2019