

FULL SUTTON AND SKIRPENBECK PARISH COUNCIL

The minutes of the Meeting of the Full Sutton and Skirpenbeck Parish Council held in The Main Lecture Room of the Training Centre, HMP Full Sutton at 7.15pm Thursday 20th February 2014.

OPEN FORUM

1. **Resignation received from Chairman** – Councillor P Middleton had given the Clerk his formal resignation from Chairman and also from the Parish Council as Councillor due to his upcoming house move away from the parish.
2. **Resolve new Chairman role** – Councillor E Pert offered to take the position as Chairman until May 2014 this was proposed by Councillor Westmoorland and seconded by Councillor Dale.
3. **Receive Chairman's written declaration** – Councillor Pert signed the Declaration of Acceptance of office before the council, this was signed also by the Clerk as a witness.
4. **Resolve the Vice-Chairman Role is needed** – this was not necessary as councillor Westmoorland stayed as Vice Chairman
5. **Receive Vice Chairman's written Declaration** – This was not needed as Councillor Westmoorland stayed as Vice Chairman
6. **Present:** The Chairman Councillor E Pert and Councillors R Westmoreland, M Dale, and P Middleton. Apologies for Absence were received from Councillor R Nightingale, P Kite, E Price, P Horne.
7. The minutes of the Full Sutton and Skirpenbeck Parish Council meeting held on Thursday 16th January 2014 were confirmed and signed. Matters' arising there from to be dealt with under the relevant heading of the Agenda as the Agenda is progressed.
8. **Declaration of Interest.**
 - To declare declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared. There were no declarations of interest made.
 - To note any dispensations given to any member of the council in respect of the agenda items listed below. There were no dispensations.
9. **East Riding of Yorkshire Council Items of Interest.** There were no matters for discussion.
10. **Planning.** – No matters for discussion
11. **Tree Planting.** Councillor P Middleton reported to the Council that they must go and see the underground services themselves before they continue with the Tree Planting. Councillors present said that they would wait until the next meeting when the full council was present to discuss taking this forward. Councillor Middleton said he would forward on the contact so that they can deal directly when the time was necessary.
12. **Finance.** Payment was authorised on the following accounts:
 - H Middleton – Clerk salary February 2014 - £220.96
 - H Middleton – January and February Expenses £32.39
 - HM Revenue and Customs – PAYE - £55.20
 - Clerks probationary period and increase of one salary scale point as per contract. – This was confirmed and proposed by Vice chairman Westmoorland and seconded by chairman E Pert
13. **Highways and Footways.**
 - Speeding issues, Full Sutton. Councillor Middleton updated the Council on the Government policy regarding safer roads which was mentioned at the Community Partnership Forum. The Clerk also updated councillors of the email response she has received from Fangfoss Clerk, Jane Allen, regarding speed calming signs in place at Fangfoss.
 - Village Taskforce. – Clerk updated councillors on the email received – no further matters to discuss at present.

- Parish Paths, Skirpenbeck. Update given to councillors from P Middleton – Wait for further action when Councillor Horne and Councillor Kite are present.

14. **Community Partnership Forum.** Councillor Middleton updated councillors on the last meeting including Yorswitch and speeding issues in the surrounding areas. Plus Valewatch – where residents can text and receive details about suspicious cars/people in their local area. Chariman Pert asked for the Valewatch to be minuted as we councillors can add this in their next Newsletter – Next CPF meeting will be April 3rd at 2pm.

15. **Communal Play Area.**

- Skirpenbeck Play Area. Safety report done by Councillor Middleton – He made the councillors aware of twigs that need removing.
- Full Sutton Play Area. Chairman E Pert was going to speak with the group and see if they are any further on and report back at the next meeting.

16. **Questions from Councillors.** Councillor Pert questioned the Private Parking sign at Marton House. The Clerk would forward on the email's that she had received in response to questions about the land and the sign. Nothing further to take forward with this at present.

The clerk to email Brad Webster about the new road safety scheme on the A166 as councillors wanted to see why this was more necessary when they feel additional signage in the Full Sutton Village would have been more appropriate.

17. **Administration Matters.**

- Correspondence received – Clerk gave councillors the Making it Happen planning information and the chairman's awards information.
- Street naming and buildings within the Parish – Chairman E Pert asked councillors to think of 2 names each prior to the next council meeting
- HMP Full Sutton. Councillor Middleton updated councillors on the latest position and the relevant contacts; these are to be forwarded to each councillor. Vice Chairman R Westmoorland offered to take over the key collection for the meetings and also the Clerk was asked to be enrolled on the key system too. Clerk to arrange with the contact at the prison a suitable time for being enrolled on the system.
- Coffee Mornings. Councillor Pert has said that she is not ready to continue the coffee mornings as she is attending the Bugthorpe one, but may look at resuming these in September when further contact with HMP Full Sutton has taken place.
- Parish Plan. Councillor Middleton updated the councillors on the final plan. This has been seen and approved by all councillors and was proposed by Chairman E Pert and Seconded by Vice Chairman R Westmoorland to be adopted as our Parish Plan.

18. Parish Pump. Councillor Middleton sent the March Edition.

Councillor Dale wanted it to be noted that he was extremely grateful to Councillor Middleton for all his hard work, as councillor and Chairman, and his continued support throughout the time on the Parish Council. He also thanked him on behalf of the council and was sorry to see him leave and wished him the best for the future.

19. **Date and Venue of next meeting.** The next meeting will be held on Thursday 20th March 2014 in the Main Lecture Room of the Training Unit at HMP Full Sutton 7.15 pm. The meeting was closed at 8.22 pm.

Signed.....Chairman

Date.....

Signed..... Clerk

Date.....