

## **FULL SUTTON & SKIRPENBECK PARISH COUNCIL**

The minutes of the Meeting of Full Sutton & Skirpenbeck Parish Council held in The Main Lecture Room of the Training Centre, HMP Full Sutton at 7.00pm Monday 15<sup>th</sup> June 2015.

### **OPEN FORUM**

There were no members of the public present.

1. **Present:** Chairman Councillor E Pert and Councillors R Westmoreland, P Kite, S Westmoreland and C Wakefield. Apologies received from Councillor A Davies.
2. The minutes of the Full Sutton & Skirpenbeck Parish Council meeting held on Monday 18<sup>th</sup> May 2015 were confirmed and signed.
3. **Matters Arising:** There were no matters for discussion.
4. **Declaration of Interest:** The Parish Councils (Model Code of Conduct) Order 2012. To record declarations of interest by any member of the council in respect of the agenda items listed below.
5. **Councillor Vacancies.** The Clerk has received two enquiries regarding the Councillor Vacancies. The Applicants are hoping to come to the meeting on the 20<sup>th</sup> July.
6. **ERNLLCA update.** Chairman Pert, Councillor S Westmoreland and the Clerk attended the first of three Courses on 6<sup>th</sup> June. The next Course is on the 6<sup>th</sup> July, Councillors Wakefield, R & S Westmoreland and the Clerk to attend. Chairman Pert ran through the Codes, Regulations and Documents that need to be looked at and updated if necessary before going on the website. The Clerk is to email the Councillors copies of Standing Orders, Financial Regulations and Publication Scheme for review and find a draft Complaints Procedure to adapt. Councillors to think about what they want the Parish Council to work towards/achieve over the coming year to form the Action Plan.
7. **Planning.** No items to discuss.
8. **Finance.** Payment was authorised on the following accounts:
  - C M Miles-Findlay – Clerk Salary May 2015 - £210.70
  - C M Miles-Findlay – Extra Hours April/May - £126.42
  - The above amount includes a payment to HMRC
  - ERNLLCA – Councillor/Clerk Course - £198.00
  - 1&1 Internet Ltd – Parish Website – Direct Debit - £5.99
  - SureVoIP – Parish Telephone – Direct Debit - £6.00.
  - The Clerk requested funds to pay for research with the Land Registry, Councillor R Westmoreland proposed a sum of £50, Councillor Wakefield seconded. The vote carried with Chairman Pert abstaining due to a previously declared interest.
9. **Highways and Footways.**
  - Speeding issues, Full Sutton. Awaiting prices for signs.
  - Village Taskforce. Councillor Wakefield reported that a parishioner had mentioned that the hedges at Halifax Close were overgrown. The Clerk is to report this to ERYC.
  - Parish Paths, Skirpenbeck. No further information at present. Councillor Kite has left messages for George Winn Darley and is awaiting a response. Chairman Pert reported that the paths are overgrown, Clerk to contact Lesley Whitehead to ask for them to be cut and also mention that Bishop Wilton Path 1 needs cutting.

10. **Community Partnership Forum.** The Community Partnership Meetings have been suspended pending a review of their usefulness. After some discussion Chairman Pert proposed that the Clerk emails ERYC with the Parish Council's support of the meetings due to them being informative and a good Networking opportunity with the other Councils in the area. This was seconded by Councillor R Westmoreland and the vote carried unanimously. Councillor S Westmoreland to attend the Highways meeting at Shiptonthorpe on 30<sup>th</sup> June at 2.00pm.
11. **Skirpenbeck Play Area.** Councillor Pert had received a response regarding her enquiry about grants for help with the Play Area. She will now email the new contact for further information. Councillor Kite had researched benches and picnic tables which came back at £277 + VAT and £500 + VAT. Councillor Wakefield to ask a contact for more prices. The Clerk will ask for quotes for some infant swings. The Clerk to email Cynthia to ask for a covering letter when the Play Area Committee forward the cheque after closing their account stating that they have in fact disbanded.
12. **Skirpenbeck Village Sign.** Chairman Pert is awaiting a price for rebuilding the sign. Councillor Wakefield to also ask a contact for a price.
13. **Questions from Councillors.** Councillor Wakefield mentioned that he would like to place a sign at the start of the path just past the Church asking people to pick up dog waste, the Councillors thought that this was a good idea. Councillor Kite requested that the Clerk write a letter of thanks to former Councillors. Chairman Pert mentioned the proposed Rail Link between Beverley and York and this was discussed at length, the conclusion was that the scheme would be expensive and take years to complete.
14. **Administration Matters.**
- Correspondence received. The Clerk reported that she had received a telephone call from a parishioner regarding the trees cut down in front of Halifax Close. The Clerk explained that the matter was in hand and asked for it to be put in writing so she can forward it to the Governor.
  - HMP Full Sutton. Councillors Kite and Wakefield to meet with the Governor on the 29<sup>th</sup> June.
  - Parish Pump. The Clerk will forward Minutes of the April and May meetings. Councillor Davies to write an article about Skirpenbeck Play Area to appear in next issue
  - Personnel. The first Personnel Committee meeting will be held on 18<sup>th</sup> June. The Clerk passed out the information collected and Chairman Pert has additional information to take to the meeting
15. **Date and Venue of next meeting.** The next meeting will be held on Monday 20<sup>th</sup> July 2015 at 7.00pm in the Main Lecture Room of the Training Unit at HMP Full Sutton. The meeting was closed at 20.15.

Signed.....Chairman

Date.....

Signed..... Clerk

Date.....