

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 Thursday 20th August 2015.

OPEN FORUM

There were no members of the public present.

1. **Present:** Councillors R & S Westmoreland, A Davies and the Clerk. Apologies received from Chairman P Kite and Councillors M Dale and C Wakefield.
2. **Code of Conduct.**
 - To receive Declarations of Interest from members of the Council on matters relating to the Agenda. There were no Declarations.
 - To note the granting of any dispensations to members of the Council on matters relating to the Agenda. There were no Dispensations.
3. The Minutes of the Full Sutton & Skirpenbeck Parish Council meeting held on Monday 20th July 2015 were confirmed and signed. Minutes will be sent to all Councillors within two weeks of the meeting (where practicable). Any comments or amendments to be made and agreed at the following meeting.
4. The Minutes of the Full Sutton & Skirpenbeck Personnel Committee held on Monday 20th July 2015 were noted.
5. The Ward Councillor was not present.
6. The Clerk is to talk to ERYC regarding the process of filling the two Councillor Vacancies and put notices on Notice Boards/Website and Facebook as soon as possible.
7. **Planning.** The Clerk received a Planning notification No: 15/02331/PLF regarding the erection of a dwelling at Land East Of Manor Farm Bungalow, Hatkill Lane, Full Sutton, East Riding Of Yorkshire, YO41 1HW. This was received too late to put on the Agenda and no extension to the deadline was granted. If any member of the public has a comment to make they can use the Public Access Portal on ERYC's Website and enter the above reference. Clerk to contact Ward Councillor Burton regarding the length of time given to respond to an application.

The Clerk will investigate the best way to use the Portal so a link and instructions can be placed on the Website.

Councillor R Westmoreland reported that the Gladman Application was still pending. The Clerk to go into the Portal and put a watch on it so we receive updates.

8. **Finance.** Payment was authorised on the following accounts:
 - C M Miles-Findlay – Wages August 2015 (including HMRC payment) – BACS - £278.38
 - 1&1 Internet Ltd – Parish Website – Direct Debit - £5.99
 - SureVoIP – Parish Telephone – Direct Debit - £6.00.
9. **Highways and Footways.**
 - Speeding issues, Full Sutton. The Clerk has passed the speeding posters onto the Prison Governor who will have them reproduced for display at the Prison exit and other locations in the village. The Clerk to contact Ward Councillor Burton to ask if the speeding sign has been located.

- The Clerk is to respond to the email received regarding the safety at the Junction opposite Halifax Close asking what our next course of action is, Ward Councillor Burton to be copied in.
- Village Taskforce. Unfortunately the Taskforce had to clean up hedge cuttings that had been a private job in Skirpenbeck. This added to their already increased workload. Residents are reminded that hedge trimmings need to be cleared away and not left on the public highway.
- Parish Paths, Skirpenbeck. Chairman Kite has been given the contact details of Lesley Whitehead at ERYC to discuss further options.

10. **Skirpenbeck Play Area.** Funds have been received from the Play Area Committee and they have now disbanded. Councillor Wakefield has ordered the picnic tables. The tables will need to be secured, Councillor Davies to ask on Facebook for anyone willing to help out with this with a competitive price. The Clerk is to find an asbestos inspector to oversee installation.

The Clerk to contact ERYC to find out if the Parish Council can do anything with the Park i.e. put football posts in or hold events.

The Clerk had obtained a quote for the yearly inspection from Parklane Playgrounds which was £120 (including VAT). This was substantially more than ROSPA who will continue to carry out the inspections.

The overgrowth to the right of the entrance has been cut thanks to the Taskforce.

11. **Skirpenbeck Village Sign.** Councillor Westmoreland is waiting for a quote.

12. **Questions from Councillors.** There were no questions.

13. **Administration Matters.**

- Correspondence received. Email received from Councillor Wakefield informing the Council that the 'Private No Parking' signs had been removed. The Council thanks Councillor Wakefield for his action in this matter.
- HMP Full Sutton. Councillor Wakefield reported that the land near the woodland walk is being taken over by Ragwort and needs topping, a local farmer has offered to do this, Clerk to contact the Governor. The Clerk to also email the Governor to ask if any progress has been made since the last meeting and to ask if the Parish Council can have the use of the Training Centre on Halloween evening. The next meeting will be on the 19th October 2015 at 9.30am.
- Parish Pump. The Clerk to forward the Minutes of the June and July meetings and find out the Publication date of the next issue.
- Personnel. The Clerk to update the contract and send to Personnel Committee. The Clerk to start filling in more detailed time sheets.
- Councillor emails. Councillor Davies pointed out that although some emails are being redirected to personal accounts, when responding to the public the Councillors need to ensure they are using the Councillor email address.
- Councillor R Westmoreland proposed the Risk Assessment for 2015/2016 be approved, Councillor Davies seconded and the vote carried unanimously.

14. **Date and Venue of next meeting.** The next meeting will be held on Monday 21st September 2015 at 7.00pm in the Main Lecture Room of the Training Unit at HMP Full Sutton. Councillor Davies asked for a discussion about the Precept to be placed on the Agenda. Also that the Clerk checks the Standing Orders for mention of 'Apologies to be sent to the Clerk' as this can be added to the amendments to be approved. The meeting was closed at 20.28.

Signed.....Chairman

Date.....

Signed..... Clerk

Date.....