

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 11th April 2016.

Cllr A Strangeway dropped in to give his Apologies then left.

OPEN FORUM

Ward Councillors Andy Burton and Mike Stathers and 11 members of the public (of which 6 were hoping to be co-opted) were present.

Cllrs Andy Burton and Mike Stathers were attending the meeting as Parish Councillors by kind permission of the Director of Corporate Resources, ERYC. This was in order to assist in the reformation of the Full Sutton & Skirpenbeck PC following the resignation of a number of Councillors which subsequently made the PC inquorate and therefore unable to make replacement appointments. The two Councillors along with Parish Councillor Peter Kite make the PC quorate and allow it to co-opt new Councillors.

A parishioner expressed concern about vehicles speeding through the village and asked if something more could be done. She mentioned that another village had bright yellow stickers for wheelie bins. AB responded that they were not Council issue and that maybe a group of villagers had bought them. This will be discussed further at the next meeting.

A parishioner expressed concern regarding the amount of dog fouling in the village. Another suggested the PC put out an official statement door to door, detailing actions members of the public can take and penalties for offenders. AB mentioned that there were only two dog wardens in the whole of the East Riding and this seemed to be a problem in most villages. This topic is also to be discussed further in the next meeting. Clerk to contact the Dog Warden for more information.

PK asked if there were any other questions. The meeting commenced at 19.13

1. **Present:** Chairman P Kite and Ward Cllrs A Burton and M Stathers and the Clerk.
2. Apologies received from Cllr A Strangeway.
3. **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.
4. The Minutes of the Full Sutton & Skirpenbeck Parish Council meeting held on Monday 15th February 2016 were confirmed and signed. There was some discussion, PK asked if they could be ratified as AB had only been at the open forum part of the meeting. The Clerk responded that the advice from Alan Barker at ERNLLCA was that 'the law assumes that the Minutes as presented will be accurate and that Councillors can therefore safely adopt them as a true record'. AB proposed that the Minutes should be accepted and MS seconded. The vote carried unanimously.
5. There were 6 members of the Parish there who had applied to be co-opted. The Clerk had sent details to the Councillors to study before the meeting. PK asked if anyone wished to add anything. Sue Westmoreland said that she regretted resigning and had since done some research and realised that this was how Andy Strangeway operated. She would like to be co-opted back on to carry on the work of bringing the two villages closer together.

Clive Wakefield said that he had thought he would get into trouble with the Code of Conduct had he not resigned. He would like to rejoin to help ensure the Parish Council is supported and runs smoothly. He would also like an answer to his question 'What has Andy Strangeway done for the Villages?'

Andrew Davies said that resigning had been the right thing to do at the time but he had been approached by members of the Parish asking him to return. He had reconsidered and would like to rejoin the PC to continue supporting social events and help with overseeing the Website. He also stated that it had been great to see the Parishes come together and support the PC during the turbulent first few months of the year.

Richard Westmoreland echoed everyone's comments and would like rejoin the PC to continue supporting the Parishes.

AB commented that there had been a lot more contact with the PC in the last year or so and this was welcomed by the Ward Councillors.

AB proposed that Sue Westmoreland, Clive Wakefield, Andrew Davies, Richard Westmoreland, Ruth Milling and Penny Beard be co-opted. MS seconded and the vote carried unanimously. The paperwork was given out and Declarations were signed, the new Councillors joined the meeting.

PK thanked AB and MS for attending the meeting and helping out. AB and MS left the meeting.

RW nominated CW to be Vice Chairman, AD seconded and the vote was unanimous.

PK thanked RW for all his work as Vice Chairman over the years, especially in the last few months. PK also wished to thank Mike Dale, Clerk to send thank you letter.

6. **Finance.** Payment was authorised on the following accounts:

- 1&1 Internet Ltd – Parish Website - Direct Debit - £23.99.
- SureVoIP – Parish Telephone – Direct Debit - £6.00
- C M Miles-Findlay – Total Wages March 2016 – BACS - £215.33
- C M Miles-Findlay – Expenses Feb/March – BACS - £63.66
- CM Miles-Findlay – Contract Payment – BACS - £100.00
- End of Year Accounts were agreed and signed as proposed by RM and seconded by SW with a unanimous vote. PK noted that Insurance had gone down due to a negotiated 3 year deal, website costs had gone up as expected due to the end of the introductory offer and the Skirpenbeck sign (brickwork) had been repaired but the sign still needed changing. The Clerk reported that the PC had received £1950.00 from ERYC to pay for footpath repairs being carried out by George Winn Darley.

7. The Clerk reported that she had adapted the draft ERNLLCA Complaints Procedure and would circulate to all Councillors for inspection, it can then be adopted at the next meeting.

8. **Questions from Councillors.**

- AD suggested that the PC needed rules either added to the Standing Orders or as a stand alone procedure on the use of Parish Council provided email addresses. He suggested that all Councillors should use separate Parish email addresses for official business and they would be entitled to use those addresses to respond to an email from a private email address. AD will draft a procedure before the next meeting and circulate to Councillors. To be put on the next Agenda for discussion and adoption that AD will oversee the running of the Website and email addresses.
- CW requested that dog fouling be put on the Agenda for the next meeting. The clerk informed the Councillors that the Dog Warden would be prepared to come out to catch

the culprits in the act. CW suggested that if the culprits were known, Councillors could visit to explain the penalties.

- AD suggested that the PC need to make it clear that they are not responsible for representing the Prison inmates in any way, this is to be put on the Agenda for the next meeting for discussion. The Clerk to email the Governor and invite him to attend.

9. Administration Matters.

- Correspondence received. The clerk had received notifications of meeting dates, these are to be discussed in the following points.
- AD nominated CW to represent the PC at the Parish Councils' Liaison Group meetings, the next one is scheduled for 28th April in the Town Council offices in Pocklington. This was seconded by RM and the vote carried unanimously. PK stated that he had received a complaint from attendees that AS's performance as Transport Champion had been less than adequate. CW proposed that SW take over as Transport champion, PB seconded and the vote was unanimous. The Clerk to let AS know.
- HMP Full Sutton. PK was nominated by CW and seconded by RM and CW was nominated by AD and seconded by SW to continue meeting with the Governor. AD proposed that RM join them as she has a wealth of experience to draw from, PB seconded. All 3 votes were unanimous.
- The Clerk stated that the Proper Officer function of the Standing Orders needed updating and read out the updates. PB proposed the changes need to be made, AD seconded and the vote carried unanimously.
- Personnel. Expense form and Time sheets were signed by RW.
- Asset Register contents to be updated to include Rocksalt, RW to contact Richard Nightingale to ascertain how much is there and let the Clerk know.

10. Date and Venue of next meeting. The next meeting will be held on Monday 25th April 2016 at 7.00pm in the Main Lecture Room of the Training Unit at HMP Full Sutton. Items for the Agenda include: Date for a Village Fete; Parish Plan revision; Litter Pick day.

The AGM will be held on Monday 23rd May at 6.30pm with the normal meeting following at 7.00pm. The Parish meeting if there is any interest from parishioners will be held immediately prior to the AGM at 6.00pm. The meeting closed at 20.27pm.

Signed.....Chairman Date.....

Signed..... Clerk Date.....