

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 25th April 2016.

OPEN FORUM

Ed Cornmell, Governor of HMP Full Sutton was present by invitation of the Parish Council. There were no members of the public present.

EC stated that discussions between himself and the Parish Council (PC) had always been productive and now that the PC was quorate again he hoped this would continue. A secure space has been cleared at the Training Centre for use by the PC and other plans should now be able to be progressed quite quickly. Prison funds have been obtained to provide a code entry lock for PC use in the training centre. PK to arrange a meeting.

In answer to the question 'Does the PC have any responsibility to represent the inmates of HMP Full Sutton?' EC had already responded by email in which he had stated 'The prisoners aren't judged to be part of the parish, there are rules regarding MP representation. The individual prisoner has an obligation to go through their MP for their home area and not the local MP to the prison unless there are exceptional circumstances such as no fixed abode or residency in the UK'. EC asked if the Councillors would like to visit the Prison and this offer was accepted. EC to suggest a time and date.

EC stated that the rules had changed regarding the maintenance of trees around the Village and funding had now become an issue. Work will be done to the trees on the Woodland walk and residents can contact the Prison to ask for permission to work on any trees that are causing them a problem. There are no trees with preservation orders on them.

EC stated that the Chief Inspector's Report would be released on May 5th and that the Prison is doing very well and is 3rd out of 120 in the Country.

EC asked the PC to let Parishioners know that there are free Yoga classes on at the Training Centre on a Tues 5.15-6.15 and Weds 5-6. Parishioners are also welcome to join the Gym at very reasonable rates.

EC apologised for the misunderstanding with the Transport Survey. He stated that there is a scheme where prison visitors can claim back travel costs but a bus service would also be useful for Prison Staff.

The meeting commenced at 19.17.

- 1. Present:** Chairman P Kite and Councillors C Wakefield, A Davies, R & S Westmoreland, R Milling, P Beard and the Clerk. No apologies. The Clerk had received an offer of resignation from Councillor A Strangeway, CW proposed that it be accepted, this was seconded by RM and the vote to accept was unanimous. Vacancy notice to be sent to ERYC, clerk will wait for permission to co-opt (after the deadline of 9th May) before putting a co-option notice up.
- 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 11th April 2016 were confirmed and signed. RM proposed, PB seconded and the vote was unanimous.**

4. Andy Burton not present.
5. Planning. It was noted that the application had been withdrawn for the erection of a two story extension at The Grange, Hatkill Lane, Full Sutton.
6. AD proposed that the PC accept the statement given by the Governor Ed Cornmell in the Open Forum, RW seconded this proposal and the vote carried unanimously. PK expressed his thanks to EC for attending.
7. **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 - £258.39.
 - The extra hours worked by the Clerk were due to there being two meetings in April. SW proposed that payments should be authorised, this was seconded by RM and the vote was unanimous. The Agenda was signed.
8. The Clerk reported that she had adapted the draft Complaints Procedure sourced from ERNLLCA and it had been deemed fit for purpose by Mathew Buckley, Head of Legal and Democratic Services at ERYC. CW proposed that the Procedure be adopted, PB seconded and the vote was unanimous.
9. Highways and Footways.
 - The Clerk had asked for quotes for the cutting of the Greens in Full Sutton, the contract with ERYC was still the best option.
 - CW stated the welcome news that there had been a police speed gun trap for a short while in Full Sutton some weeks ago. Clerk to email Andy Burton to ask if there has been any progress with the mobile sign. Clerk to investigate whether the signs coming into the Villages (3 in Full Sutton and 2 in Skirpenbeck) can be renewed to incorporate speeding warnings. AD to draw up a template. Clerk also to investigate whether official speeding signs can be erected at the entrances to the Villages (6 in total).
 - The PC and ERYC are still pursuing Landowners to agree paths but this is proving problematic. The overall aim remains to link up the paths from other Parishes which stop at the Skirpenbeck Parish boundary. PK suggested a walk of the riverside and other paths be organised. George Winn Darley is currently carrying out remedial works to the riverside path on his land paid for by ERYC. The Clerk to report to Leslie Whitehead that the Public Footpath signs are missing from the footpath on Moor Lane near the Pig farm and Haybridge Mill.
 - CW had written another article regarding Dog Fouling for the Parish Pump. The Clerk is to enquire whether there is a grant available for a bin in Skirpenbeck. Clerk to order 'Dog Toilet Postcards' costing £20 for 600, this was proposed by AD and seconded by CW, the vote was unanimous.
10. Skirpenbeck Play Area.
 - RW said he was willing to manage the grass cutting contract for the Play Area in Skirpenbeck, it has already had it's first cut.
 - The Clerk is to copy forms to pass on to RW for him to fill in when inspecting the Play Area. Clerk also to look at costs for an inspection service. CW to ask at the Liaison meeting whether it would be feasible for a group of Parish Councils to join together and negotiate a joint play equipment inspection service.
 - SW proposed that the PC organise a 'Party in the Parish' on September the 3rd commencing at 2.00pm. RM seconded this and the vote was unanimous. SW to contact ERYC with a list of questions and agree what can be done. SW to ask ERYC if they

have anything available for the PC to borrow to run a Community event. SW to ask for assistance on the Community Facebook Site.

11. Questions from Councillors.

- SW had attended an ERYC transport meeting and was requested that the PC give publicity to the availability of the Medi Bus, Mibus and Hail and Ride. A 10% discount card is available.

12. Parish Plan. PK to draft a questionnaire ready for the next meeting. It is hoped to have the questionnaire distributed and collected in June/July.

13. Litter Pick – CW to ask about Community Payback at the liaison meeting. Street Party – The Councillors thought it was better to concentrate on the summer fete.

14. Administration Matters.

- Correspondence received. The clerk had received notice that the Council will shortly be commencing a surface dressing programme and Moor Lane has been identified for treatment.
- HMP Full Sutton covered in Open Forum.
- AD proposed that the Computer Use Policy he had drafted and sent to Councillors be adopted. CW seconded the proposal and the vote was unanimous. AD proposed that the Website be changed to 'The Official Website of Full Sutton & Skirpenbeck Parish Council', CW seconded and the vote was unanimous. CW proposed that AD be given responsibility for overseeing the running of the Website, email addresses and maintenance of the Parish laptop. RM seconded and the vote was unanimous.
- The meeting dates for the coming year will be put on the Website but are subject to change.
- Personnel. Time sheet was signed by RW.
- Asset Register was accepted, proposed by AD and seconded by RW with a unanimous vote.

15. Date and Venue of next meeting. The AGM will be held on Monday 23rd May at 6.30pm with the normal meeting following at 7.00pm in the main Lecture Room of the Training Unit at HMP Full Sutton. 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 20.50pm.

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

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