

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 July 2016.

OPEN FORUM

There were no members of the public present.

The meeting commenced at 19.06.

Chairman Kite welcomed Heather Bowling as a new Councillor, all appropriate paperwork had been signed and witnessed by the Clerk.

1. **Present:** Chairman Cllr P Kite and Cllrs C Wakefield, A Davies, S Westmoreland, P Beard, H Bowling, R Westmoreland hoped to arrive shortly and the Clerk. Apologies received from Cllr R Milling.
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 June 2016 were confirmed as a true record and signed. CW proposed, AD seconded and the vote was unanimous.
4. The Minutes of the Personnel Committee meeting held on the 20th June 2016 were noted.
5. Ward Cllr Andy Burton was not present.
6. Planning: It was noted that permission for the retention of a garage to the front of 4 Holly Close, Full Sutton had been granted.
7. SW updated the Councillors on the progress of the 'Party in the Parish' event. 14 stalls have been confirmed all making a donation to the Community event fund. There will be an inflatable slide, pony trap rides, penalty shoot out, raffle, tombola, face painting, a Magician, York birds of prey, Ebor brass band, live music, a town cryer and cake baking and fancy dress competitions. There will be a bar and hog roast and the event is to be opened by Lord Halifax. Raffle and Tombola prizes needed. Help needed setting up, on the day and clearing up. Clerk to contact Trevor Lee, the play area grass cutting contractor, to ask that the grass be cut before the event. Flyers have already been posted door to door in both villages, event to be advertised on the local Facebook sites and PC Website. HB to distribute flyers to local shops and pubs.
8. **Finance.** Payment was authorised on the following accounts:
 - 1&1 Internet Ltd – Parish Website July – Direct Debit - £23.99.
 - 1&1 Internet Ltd – Parish Website August – Direct Debit - £23.99.
 - SureVoIP – Parish Telephone July – Direct Debit - £6.00
 - SureVoIP – Parish Telephone August – Direct Debit - £6.00.
 - C M Miles-Findlay – Total Wages (including back pay & overtime) July – BACS - £351.96.
 - C M Miles-Findlay – Total Wages August – BACS - £246.96.
 - C M Miles-Findlay – Expenses Apr/May/June/July – BACS - £20.50.
 - Trevor Lee – Play Area cutting – BACS - £135.00.
 - ERYC – Skirpenbeck Play Area Lease – BACS - £246.00.
 - The quarterly accounts to June 30th 2016 were reviewed.

- RW proposed that the above payments should be authorised and the quarterly accounts accepted, this was seconded by SW and the vote was unanimous. The Agenda was signed accordingly.
- SW asked for a budget of £1,609.60 for the 'Party in the Parish' event. PK proposed that it be rounded up to £1,700, HB seconded this and the vote carried unanimously.

9. Skirpenbeck Play Area.

- PB is inspecting the Play Area weekly, RW to take a look at the stumps of the trim trail. Councillors to inspect the Play Area before the 'Party in the Parish' event.

10. Highways and Footways.

- AD to organise an Article about the speeding problem to go on the Website and in the next issue of the Parish Pump to include comments from the email received from ERYC and excerpts of a letter being sent jointly from the Prison Governor and the Parish Council to ERYC. The Clerk to contact local Clerks to see if they wish to include anything. The PC are on the waiting list to hire the speed indicator signs but no idea yet as to when they will be put in place.
- Unfortunately incidents of dog fouling are still occurring.

11. Questions from Councillors.

CW asked where he could find a history of Full Sutton and Skirpenbeck, SW suggested Beverley archives.

12. Looking at the questionnaires, there doesn't seem to be an overwhelming response in favour of a Memorial in either Full Sutton or Skirpenbeck. The villages were very small at the time with 1 soldier from the Parishes losing their life. The results of the recent Parish Council survey will determine the priority for this to be revisited in the future.

13. Parish Plan. The Clerk to work out the weighted averages to see the order of priority for the PC.

14. PK and the Clerk had attended an ERYC meeting about Neighbourhood Planning on the 19th July. Although the PC has a plan, this is more of a guideline from the Parish whereas a Neighbourhood Plan is a legal document and sits alongside the ERYC and National Plans. The PC could obtain a grant of £9,000 towards the cost but it would take years of work and could cost double that. It would also be something that would constantly need to be revised.

15. Administration Matters.

- Correspondence received. The Clerk informed the Councillors about a number of emails received from Parishioners asking for hedges to be cut back and footpaths to be cut. The Clerk had already talked to the ERYC Taskforce and CW had spoken to Dave Lee, the footpath cutting contractor. All jobs were completed promptly. RW informed the Councillors that a new rule was coming into force that meant hedges could not be cut back until September 1st in order to protect wildlife. PK had received notification of a new Councillors course, HB, PB and CW were interested, Clerk to check if RM would be interested in attending.
- HMP Full Sutton. The Governor has reminded officers about speeding again. A coded entry system to the Training Centre will soon be in place for the use of the Parish Council. The woodland walk still has restrictions in place but needs cutting at the moment. Exploratory questions are being asked regarding a new Prison development, a decision is expected in the Autumn. The Governor and PC are to send a joint letter to ERYC regarding the speeding problem in the village with some suggestions to help rectify the problems, this was proposed by PB and seconded by CW, the vote was unanimous.
- Parish Pump. SW to write an article about the Summer Fete. AD to organise an article about speeding.
- The Risk Assessment for 2016/17 was approved RW proposed and SW seconded, the vote carried unanimously.
- Personnel. Timesheet and Expenses were signed.

- PK had attended the ERNLLCA District Committee meeting held on Wednesday 20th July in Stamford Bridge. Some of the items raised were: The 3 year programme for the Transparency Code may be brought to an end sooner. The officer/councillor protocol was being updated. The ERNLLCA AGM will be held on 15th September at the Hallmark Hotel, Hull and The PC can send two delegates. Their Annual Conference is on 18th November at the Village Hotel, Hessle. Stamford Bridge PC has contributed to the subsidy for the night bus service to and from York. The next meeting will be held on 26 October in Market Weighton Town Council offices.

16. Date and Venue of next meeting.

The next meeting will be held on Monday 19th September at 7.00pm in the main Lecture Room of the Training Unit at HMP Full Sutton. SW asked for dates for the Halloween and Christmas parties to be put on the Agenda. The meeting closed at 20.50pm.

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

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