

# FULL SUTTON AND SKIRPENBECK PARISH COUNCIL

The minutes of the Meeting of the Full Sutton and Skirpenbeck Parish Council held at Bugthorpe War Memorial Institute at 7.30 pm Thursday 21<sup>st</sup> April 2011.

## Open Forum

1. **Present:** The Chairman Councillor R Nightingale and Councillors R Westmoreland and G Ellis. Apologies for absence were received from Councillors M Dale, E Keam, S Parkinson and E Price.
2. The minutes of the Full Sutton and Skirpenbeck Parish Council meeting held on 17<sup>th</sup> March 2011 were confirmed and signed. Matters' arising there from to be dealt with under the relevant heading of the Agenda as the Agenda is progressed.
3. **Declaration of Interest.** There were no declarations of interest made by those present in respect to items on the agenda.
4. **East Riding Items of Interest.** Councillor Dee Sharpe was unable to attend the meeting.
5. **Planning.**
  - **11/00720/PLF** Erection of four oil storage tanks, three biomass silos, to flues and installation of louvers and roller shutter door to existing energy centre at HM Prison, Full Sutton for The Ministry of Justice. Application type: Full Planning Permission. The plans were viewed and Councillors proposed that they be approved.

## Notice of Decision

- **DC/11/00402/PLF/WESTWW/KOR** Erection of modular building and security fencing within the secure perimeter at HM Prison, Full Sutton for Mr Iain Garner. This application has been approved.
6. **Finance.** Payment was authorised on the following accounts:
  - Bugthorpe War Memorial Institute - Hire charge April - £15.00
  - ERNLCA Annual Membership Renewal - £221.95
  - Green Vale Gardens - Play Area grass cutting - £40.00
  - Councillor Parkinson - Travel to County Hall - £36.60
  - HMRC guidelines and Clerk contract. Under the new rules the Clerk can no longer be self employed; the Parish Council must register with HMRC as an employer and issue her with a contract. The Clerk is to speak to Councillor Parkinson and ask whether she would be able to help with the contract. Councillor Keam has offered to look into registering with HMRC.
  - Review the end of year accounts. The accounts will be ready for approval at the May meeting. Councillor Nightingale has spoken to Clare Garside who has agreed to act as Internal Auditor.
7. **Highways and Footways.**

- Drainage at Skirpenbeck. The Clerk read out a letter advising that Environmental Health Officers have recently visited Skirpenbeck Grange and discovered a damaged pipe on the septic tank system; this has subsequently been repaired and the problem appears to have been resolved.
  - Stones in Full Sutton. This matter was deferred to the next meeting.
  - Speeding issues, Full Sutton. The presentation made by Councillor Parkinson was well received by ERYC and further news is awaited.
8. **Police.** There were no matters for discussion.
9. **Communal Play Area.** The hedge has been re-tied at the play area following conversations with Mrs Collier and it was confirmed that there was no matter to investigate regarding the electric fence. The willow tunnel has suffered during the recent high winds; the Clerk is to contact Mrs Collier and Harriet Linfoot.
10. **Questions from Councillors.** There were no matters for discussion.
11. **Administration Matters.**
- Correspondence received. There were no matters for discussion.
  - Traveller Site. The travellers have left the site and therefore the matter is closed.
  - Changes to consultation on applications for works to trees protected by TPO's. The Clerk advised that ERYC will no longer consult Parish Councils on applications for works to trees protected by TPO's; details will be made available on the website.
  - War memorial. This matter was deferred to the next meeting.
  - Risk Assessment. Those present were unaware of who had the Risk Assessment; the Clerk requested that it be returned to her as soon as possible.
  - Local Elections. There is one vacancy in Skirpenbeck; the Clerk will advertise this on the notice board.
12. **Date and Venue of next meeting.** The next Parish Council Meeting will be held on Thursday 19<sup>th</sup> May 2011 at Bugthorpe War Memorial Institute at 7.30 pm for the Annual Parish Meeting and 8.00 pm to the monthly meeting. The meeting was closed at 8.20 pm.

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

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