

CHAIR: Councillor Julie Sadler
 CLERK: Mrs Juvina Janik
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**MINUTES of HILLAM PARISH COUNCIL held Wednesday 7th September 2016
 At Manor Court Communal Lounge, Hillam at 7.30pm**

01. Present and apologies

Councillors Collinson (Vice Chair), Little, Robertson, Tuddenham and Wright were present. Council is quorate.
 In attendance: Juvina Janik (Clerk).
 Apologies received and accepted from Councillors Sadler and Mitchell.

02. To approve and sign the minutes for Parish Council Meetings 3rd August and 10th August 2016

Resolved: Minutes were accepted and signed as a true record.

03. Declarations of Interest

Councillor Robertson declared an interest for agenda items that may involve discussing the Community Centre.
 Councillor Little declared an ongoing interest for discussion that concern Rose Lea Cottage.

04. Monthly financial report:

a) **Resolved:** The financial statements from August were presented, accepted and signed for internal controls. The bank reconciliation is as follows:

	Cashbook Opening Balances 29 th July 2016:	Receipts	Payments	<u>CASHBOOK</u> Closing Balance at 30 Aug 2016	<u>BANK</u> <u>STATEMENT</u> Balance at End Aug 2016
Reserve Account	£ 5211.31	NONE	NONE	5211.31	5211.31
Current Account	11871.46	£406.59	£1026.81	£11251.24	11291.24
Difference due to Manor Court cheques nos. 533 (£60) & 526 (£30) not yet presented ALSO donation of £50 made for defibrillator not accounted for on statement. CASHBOOK REFLECTS THE BANK STATEMENT.					

b) **Resolved:** The written cheques were checked against the invoices received and approved to be signed at the end of the meeting.

c) Councillors were updated with regards to the situation with PKF and the accounts from 2013-14. Awaiting information from PKF.

d) Resolved: Money is still ringenced for the Ring Tree and grants will not be given out this year.

e) A donation for the Ring Tree fund of £31.60 from the Pub is the Hub coffee morning was received with thanks and a receipt written.

Draft

05. Ringtree Matters:

- a) **Resolved:** Clerk to contact MBL to confirm his quote include 3 x floodlight and that they were recessed. If so, a site visit with the clerk is to be arranged for clarification on the design. If not, it was agreed the parish council would accept the alternative contractor's quote.
- b) **Resolved:** A 20-25cm tree (the largest circumference available) is to be ordered for supply and delivery from Wykeham. Planting date to be finalised with Wykeham but ideally mid-October. Request to be made for a watering tube and enquire as to how they need the ground preparing before they arrive.
- c) **Resolved:** It was agreed that a sign would be better placed on White Cottage, rather than on the central Ring Tree area. Cllr Little will approach the homeowner to make enquiries.

06. Time Capsule matters:

- a) **Resolved:** A list of suggestions will be drawn up from the discussion had, Cllr Wright will arrange to have this circulated in Hillam News, clerk will put on the website an Cllr Little will share it with The Pub is the Hub to get further input and opinions from the community.
- b) **Resolved:** Cllr Little will contact a local pilot with regards to obtaining an aerial photograph. Cllr Tuddenham will liase with the school. Following the receipt of feedback on the items suggested as above, further arrangements will be made as necessary.

07. Defibrillator Matters:

- a) Clerk presented a breakdown of costs to clarify what the possible package options were and the overall and ongoing costs that were incurred with each option.
- b) Decision deferred
- c) Decision deferred
- d) **Resolved:** Local community groups will not be approached for a donation towards the defibrillator purchase and installation. The Monk Fryston, Hillam and Burton Salmon Defibrillator Group will be approached for a donation via their treasurer. Clerk will write and send the appropriate letter.
- e) Decision deferred

08. Planning Applications:

- a) Notices of decision: One notice of withdrawal of an application was received regarding Hillam Hall, Chapel Street.
- b) i) Rose Lea Cottage amended plans – Planning officer was unable to extend the deadline for comments from the Parish Council. The amended plans have been turned down.
 - ii) A planning application pack was received in respect of a new 2 storey, 4 bedroom detached dwelling with a single garage to be erected in the grounds of Hillam Hall, Chapel Street. This application was subsequently withdrawn so no comments are necessary.
- iii) The letter from the Parish Council regarding the Roe Lane site appeal against a decision notice was posted on 16th August.
- iv) Letter received from Selby District Council regarding the Pig Hill Nook complaint lodged, after the landowners submitted further information the caravan was deemed to be ancillary to the running of the land.

09. Remebrance Service representative

Resolved: Cllr Collinson will purchase a wreath, as was the case last year, and attend the service on 13th November at St. Wilfred's Church on behalf of Hillam Parish Council. Clerk to contact St. Wilfred's and inform them of the council's plans.

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10. Village Maintenance

- a) **Resolved:** Clerk to contact S.G Parkin regarding the verges not being cut past the railway line as was originally requested.
- b) It was proposed the council could possibly tidy up the area next to the Brick ponds and provide picnic seating for the village. It was stated that the area is not parish council-owned and therefore it is not the responsibility of the council to do this but it was agreed that it should get tidied up. **Resolved:** Cllr Collinson will approach the landowners with a speculative plan for the clearance, as volunteers have stepped forward to carry out the work.

11. Confirm date of Next Parish Council Meeting

Resolved: the next ordinary parish council meeting will be held on Wednesday 5th October 2016, 7.30pm at Manor Court.

12. Meeting closed 9.00pm

SIGNED: _____ DATE: _____