

Kilham Parish Council

Minutes of the meeting held at the Village Hall on Monday 14th July 2014, 7.30pm

Present:

Councillors: Geoff Seward (Chairman), Sylvia Berry (Vice-Chairman), Mark Buckle (Vice-Chairman), Caroline Barratt, Lucy Savile, Sandra Van der Kooij, Denise Hayhurst, Gerard Conlin, Christine Snowden.

0 member of the public present, Mr G Horner.

Clerk: Claire Boston

1. **Apologies for absence:** Ward Councillors Jonathan Owen and Jane Evison, Trish Walker.
Not Present: Mark Broadbent

2. Declarations of Interest by members in Items on the Agenda

Cllr S Berry declared a non-pecuniary interest in item 10.

Cllr Buckle declared a non-pecuniary interest in item 9.

3. Agreeing the Minutes of the Last Meeting.

The minutes of the 09th June 2014 meeting were agreed to be a true record and duly signed by the Chairman. Proposed by Cllr Berry and seconded by Cllr Barratt.

4. To Co-opt a Councillor

Mr Gerry Horner presented himself to the Council wishing to be considered as a Parish Councillor.

The vote was unanimously in favour and all documentation was signed.

5. Public Forum.

There was no public present.

6. Planning:

14/01859/PLF – Replacement of timber framed windows with UPVC framed windows South Lawns South Grove Kilham YO25 4SL for Mr Ralph Whitney

Application Type:- Full Planning Permission.

The councillors recommended that the application be approved.

14/02099/TPO – TPO Kilham No 6 – 2008(Ref.1172) and Kilham Conservation Area – Fell Horse chestnut tree (T1) due to the disproportionate size of the tree in comparison to the garden, large amount of debris and loss of light to house, garden and neighbouring property to the rear, loss of branches raising a safety concern and tree is considered to have low amenity value. Location; Beech House Middle Street Kilham YO25 4RL for Mr S Sharp. Application type: Works to Protected Trees.

The councillors recommended that the application be approved.

7. Finance.

It was proposed by Cllr Berry and seconded by Cllr Barratt that the following accounts be paid: Clerks salary & Exp £421.59, Cartridge World £23.97, SLCC £58.00, S Jordan £173.90. Payments received Commonwealth War gardens £30.00, two allotment rents £50.00.

8. Budget Review

The three month budget review was prior to the meeting issued to all the councillors.

The councillors reviewed the figures, no comments were made.

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9. KPFA Request for donation

A letter was received from KPFA requesting a donation to pay towards the running costs of the Playing fields. There were two requests made, the first for £2,900, the same as the previous year and the second request for £1,500 to help pay for the building of a toilet block, removing the need for the portable toilets.

The Parish Council budgeted £4,000 from which we pay £1,000 to ERYC for the land rent. Cllr Buckle explained that due to the playing field association having a charity status, they cannot charge fees; therefore have to constantly raise funds to pay for the improvements and maintenance of the existing facilities.

After a lengthy discussion a resolution was passed, under the LGA 1972 section 137 (4) (a), that a donation of £2,900 be granted to KPFA for this financial year. Proposed by Cllr Barratt and seconded by Cllr Hayhurst, all councillors were in favour.

With regard to the second request, the councillors agreed that the council would first need to review next year’s budget and invite David to a meeting in order to discuss the time table of current projects.

10. Kilham Village Hall Request for donation

The village hall secretary forwarded the quotes received for the decoration of the outside of the building and a new fire door. It was agreed by all councillors present to defer this item until the September meeting and to request a copy of the village hall accounts for review.

11. To consider quote regarding the tree stump outside the church wall.

Advanced Trees & Gardens have quoted £75 - £140 to take the existing tree stump further to ground level to avoid growth. ERYC would not carry out this work. It is recommended that due to the position of the stump and the ground slope, that the cut should be horizontal and not sloped which could be too much of a visual distraction with on-coming vehicles.

It was proposed by Cllr Buckle and seconded by Cllr Berry that the work is carried out.

12. Playground Inspections/Annual Inspection

After making enquiries with Image Playground, they have been unable to find any evidence of any annual inspection being undertaken.

The Playground Inspection Company quoted £100 + VAT for the annual inspection, but should this coincide with the other local parishes in November/December, then the cost would be reduced. It was agreed for the inspection to be left until the end of the year.

The clerk recommended that a weekly check be carried out on the playground by the Parish Council. Cllr Conlin, Cllr Snowden, Cllr Seward and Mr Nettleton volunteered to take it in turns to perform this task. Clerk to supply a form to be used for the inspection.

An ERYC notice has been placed onto the fence of the playground with reference to the Dog Exclusion Order, amended July 2014. It is now an offence to take a dog within the playground Area, excluding Guide dogs.

13. To review and adopt Risk Assessment Clerk Policy

A resolution was passed to accept the said policy. Proposed by Cllr Snowden and seconded by Cllr Berry.

14. To review and adopt Risk Assessment Newsletter delivery

A resolution was passed to accept the said policy. Proposed by Cllr Hayhurst and seconded by Cllr Berry.

15. To review and adopt the amended Publication Scheme Policy

A resolution was passed to accept the said policy. Proposed by Cllr Buckle and seconded by Cllr Berry.

16. To review and adopt Handling Complaints Policy

A resolution was passed to accept the said policy. Proposed by Cllr Snowden and seconded by Cllr Barratt.

17. Cemetery Wall and the base of the war memorial to review the quotes received.

Three quotes have now been received for the repairs to the war memorial base:-
F Kemp £2,690.00 + VAT, DWJ Builders £1,204.00 and F Cowton £1,950.00.

It was agreed that the base would be taken back to its original design with no posts or chains. A resolution was passed, proposed by Cllr Barratt and seconded by Cllr Berry, that the contract be awarded to DWJ Builders.

The cemetery wall was deferred.

18. Correspondence received:

- (a) A letter was received from Driffield School, thanking the Parish Council for the donation of £300.
- (b) Email from ERYC – a guidance Note Greater flexibility for Business Premises to change their use.
- (c) Councillors have received relevant correspondence via email throughout the month.
- (d) ERNLLCA request for any resolutions for the 2014 Annual General meeting.
- (e) Code of Conduct training vacancies are still available.
- (f) Community Payback Services contacted the clerk regarding the request to litter pick some verges. It was agreed that their service was no longer required, due to the verges being cut and the litter no longer visible.

19. Clerks report:

I have been in contact with Image Playground Company again trying to arrange a date for the repairs to be carried out.

A letter was sent to J Keyes regarding the delivery of flyers.

The internet banking form has been fully completed and returned to the bank.

I contacted Mr Atkinson who is happy to wait until we have confirmation regarding the tree stump before starting work on the Church wall.

I phoned Mr Kemp asking when the top surface of the church path will be laid. I was informed that it will be the back end of July.

I must thank Gerard, Geoff and Christine who together have compiled a new version of the villages Asset List. It is still on-going and will be on the agenda for the September meeting.

20. Councillors Reports:

Cllr Buckle – Stan is currently tidying the weeds and vegetation within the cemetery

Cllr Buckle asked Cllr Horner with his IT experience, to consider being the link for the Parish website. Cllr Horner said he would consider the offer.

Cllr Conlin – The Asset List is nearly complete and I am in the process of placing values against each item.

A resident as asked if the Parish Council would look at the problem of cars parking on Driffield Road causing the verges to be churned and muddy.

Cllr Snowden – Overhanging hedges along West End are preventing walking on the footpath.

Cllr Berry – there is a broken sign at the end of Millside on Driffield Road.

Cllr Seward – we need to arrange a meeting to carry out a Risk Assessment within the church yard.

The date of the next Parish Council meeting will be held on Monday 08th September 2014 at 7.30pm.

There being no further business to discuss the Chairman closed the meeting at 9.08pm

Signed..... Date..... Number.....