

# Kilham Parish Council

Minutes of the Meeting held at the Kilham Village Hall on Monday 14<sup>th</sup> May, 2018, 7.30pm

## PRESENT:

Councillors: Geoff Seward (Chairman), Mark Buckle (Vice-Chairman), Gerry Horner, Gerard Conlin, Lorraine Scarth, Caroline Smith (nee Barratt) and Christine Snowden.

0 members of the public attended and Ward Councillor Jonathan Owen.

Clerk: Claire Boston

### **To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office. 036/18**

A nomination of Mr Geoff Seward was proposed by Cllr Buckle and seconded by Cllr Smith. Cllr Seward accepted the position and duly signed the acceptance form. All councillors were in favour.

### **To elect the Vice-Chairman of the Council and to receive the Vice-Chairman's Declaration of Acceptance of Office 037/18**

A nomination of Mr Mark Buckle was proposed by Cllr Conlin and seconded by Cllr Horner. Cllr Buckle accepted the position and duly signed the acceptance form. All councillors were in favour.

### **To receive and note any apologies for absence. 038/18**

Apologies were given by Lucy Savile, Megan Price and Jane Humphry.

Apologies were accepted.

A minutes silence was observed in respect of the late Parish councillor John Girling.

### **Co-option – To discuss the co-option of two residents for the position of parish councillors and agree thereon 039/18**

Mrs Liz Sellars and Mr David Tanner were accepted to the position of parish councillors and each duly signed the appropriate forms. All councillors were in favour of the co-options.

### **Declarations of Interest by Members in Items on the Agenda. 040/18**

Cllr Snowden declared a non-pecuniary interest in planning item 048/18 (18/01333/PLF).

Cllr Buckle declared a non-pecuniary interest in planning item 048/18 (18/00852/REG3).

### **Agreeing the Minutes of the Last Meeting. 041/18**

The minutes of the 09<sup>th</sup> April 2018 meeting were agreed to be a true record and duly signed by the Chairman. Proposed by Cllr Buckle and seconded by Cllr Snowden, all in favour.

### **Public Forum. 042/18**

Ward Cllr Owen discussed issues relating to the highway and litter bins.

### **To review and adopt the Standing Orders for Kilham Parish Council 043/18**

A resolution was passed to accept the Standing Orders, proposed by Cllr Buckle and seconded by Cllr Smith, all in favour.

### **To review and adopt the Financial Regulations for Kilham Parish Council 044/18**

A resolution was passed to accept the Financial Regulations, proposed by Cllr Snowden and seconded by Cllr Conlin, all in favour.

NAME: ..... DATE: ..... NUMBER: .....

**To appoint members to serve on working parties** **045/18**

Admin/Finance/Personnel – Cllr Seward, Cllr Buckle, Cllr Smith and Cllr Conlin.  
Asset List – Cllr Conlin, Cllr Snowden, Cllr Horner, Cllr Scarth.  
Newsletter – Cllr Buckle, Cllr Horner, Cllr Snowden  
IT/Website – Cllr Horner, Clerk  
Fracking – Cllr Humphry, Cllr Buckle, Cllr Tanner, Cllr Scarth

**To appoint representatives to liaise with other village organisations** **046/18**

Village Hall – Cllr Horner  
Neighbourhood Watch – Cllr Seward  
Transport Champion – Cllr Scarth  
School – Cllr Buckle  
WI – Cllr Snowden  
Defibrillator - Cllr Scarth  
Website – Cllr Horner  
Fracking – Cllr Humphry  
KPFA – Cllr Sellars

**To fix the dates and times of ordinary meetings of the Council for this financial year**  
A resolution was passed to agree the dates and times, all in favour **047/18**

**Planning** **048/18**

**18/01333/PLF** – Erection of two storey extension to side  
The Shieling West End Kilham East Yorkshire YO25 4RR  
Applicant: Mr & Mrs Moore. Application type: Full Planning Permission  
Approved, proposed by Cllr Horner and seconded by Cllr Smith, all in favour.

**18/00852/REG3** – Erection of a lean to canopy following demolition of existing  
Kilham Church of England Primary School Mill Side Kilham East Yorkshire YO25 4SR  
Approved, proposed by Cllr Scarth and seconded by Cllr Horner, all in favour.

*The following planning application was resolved to be granted by ERYC*

18/00844/TELCOM – Installation of electronic communications apparatus comprising a streetworks pole with 1 omni-antenna at 12.8m high, GPS antenna at 12.3m high, a 3G omni antenna at 11.6m high and ancillary equipment.

Kilham Telephone Exchange Burton Road Kilham East Yorkshire

18/00607/PLF – Erection of single storey extension to rear and construction of dormer to rear following loft conversion. 4 South Side Kilham YO25 4ST

**Finance - To approve payments of invoices received, per payment schedule.** **049/18**

Roanne Nursery £40.00 (chq 300141), Mr Seward £19.42 (chq 300142), Administration costs £384.96 (chq 300143), Moore Stephens (BACs), Woodmil Print (VAT £125.00, BAC's). KPFA grant £3,000.00 (chq 300144).

It was proposed by Cllr Buckle and seconded by Cllr Smith, that the following accounts be paid:

Payments received:- Precept £11,350.00

The payment cheques were signed by two councillors. BACS payments to be authorised by two councillors online

The Chairman checked and signed the bank reconciliation.

**Privacy Notice (GDPR) – to discuss and agree thereon** **050/18**

A resolution was passed to agree the Privacy Notice, proposed by Cllr Snowden and seconded by Cllr Buckle, all in favour.

**GDPR Regulations Allotment Tenants Privacy Notice – To discuss and agree thereon**

**051/18**

A resolution was passed to agree the above policy, proposed by Cllr Snowden and seconded by Cllr Smith, all in favour.

**Correspondence**

**052/18**

All correspondence is regularly forwarded to the councillors as required.

**Clerk's Report**

**053/18**

It has been announced that the parish/town councils do not need to hire a Data Protection Office.

**Councillors Reports**

**054/18**

Cllr Buckle – The school has a range of computer equipment and the school has agreed that the Computer Club would be welcome to use it if needed.

Cllr Seward – Cllr Conlin and I attended the Village Taskforce walkabout which we found very useful. It is hoped the task of painting the railings around the village pond and cutting back the overgrown edges to the footpath in West End will be done by the Community Pay Back team. There has been a few burglaries reported in the village including raiding of an honesty box (twice) and a crossbow bolt found in the adjacent field to the KPFA.

The date of the next parish Council meeting will be held on Monday 11<sup>th</sup> June 2018 at 7.30pm. There being no further business to discuss the Chairman closed the meeting at 8.50pm.