

**Minutes of the Annual Meeting of Weaverthorpe Parish Council held on 18th May 2015
at 7:45 in Weaverthorpe Village Hall**

Present: J Fisher, M Mitchell, G Perry, T Thomson, S Taylor, J Mason, M Rowland, A Milner, F Shellard (Chair), J House (Clerk)

Members of the Public: J Taylor, N. Harrison, P House

Apologies: G Downes, N Lattaway

1. Election of Chair and Vice Chair

F Shellard was elected as Chair, nominated by J Mason, seconded by M Mitchell.

2. Election of Vice Chair

M Rowland was elected as Vice Chair, nominated by F Shellard, seconded by T Thomson.

The Chair and Vice Chair signed their Declarations of Acceptance of Office at the end of the meeting.

3. Apologies for Absence

Apologies for absence were noted as above.

4. Matters to be raised by members of the public

N Harrison asked if the PC could organise lids or nets to go over the plastic recycling boxes to stop the plastic blowing around the village on recycling day. The Clerk will contact RDC and put a piece in the Warbler.

5. Approval of minutes of the meeting held on 23rd March 2015

The minutes of the meeting were approved and signed by the Chair as a true record of the meeting.

6. Matters arising

The Clerk stated that the payroll costs were incorrectly stated as £10 per quarter (which is £40) at the March meeting. There is an additional £3.75 for each of the 8 months in which a payroll is not run, for HMRC submissions, total is therefore £68.26 which is slightly less than £69.55 that was paid last year.

The Clerk is still looking into the Commons Registration legislation.

Quotes for Village green railings: The Clerk went out for three quotes. It had been difficult to find people who want to do the work. 1 quote received back for £725, replacing sections that are rotted and painting all the sections. Last time we did it we spent almost £200 on materials, this quote is for 3 days work, but fixed price. The quote is from Stephen Wallace who is a resident.

In future we should explore the possibility of using the community payback workers that are used by Luttons PC.

The Council approved the work to proceed. Work will commence at the end of the month.

Benches: The Clerk had obtained prices from two companies, Broxap and Streetmaster. These companies appear to be the only ones that provide steel benches that can have submerged fixings. The Council approved the purchase of two "Roslin" benches from Broxap at a cost of £498 plus vat each. Installation will need to be separately quoted from a local supplier. M Rowland, N Harrison and the Clerk to hold a site meeting to discuss

the position of the bench on the village green. The second bench to be sited at the War Memorial.

7. Finance

Monies Received

First half of Precept from RDC received on 22 nd April 2015	£1750.00
VAT refund received on 24 th April 2015	£ 220.80

The following payments were approved:

An error had been made on Cheque 426 to HMRC, the amount should have been £62.20 (amount on stub) but was made out for £60.20. Clerk enclosed a £2.00 payment when sent, so a cheque to J House for £2.

Autela Payroll Services , annual cost of payroll, £68.26

Yorkshire Internal Audit Servces for internal audit, £135, no increase from last year

Community Lincs Insurance Services for annual insurance, £273.38, last year's figure was £271.71

When above have been taken into account the balances at the bank are:

Current Account	£2996.62
Reserve Account	£4920.00

The Internal Audit was completed on 9th April 2015, report available. Just one issue for consideration that the Risk Management Programme and Annual review of Internal Controls be recorded in the minutes in the future.

The External Audit paper work was sent to PKF Littlejohn on 13th April 2015. Once this is received back the accounts and details of audit can be posted on the web site in accordance with the new Transparency Code. This has to be complete by 1st July 2015.

The new Transparency Code has two things that are different to the way we have recorded our expenditure in the past:

The first is that only items of expenditure over £100 have to be displayed on the web site. As it would be extra work to run a separate set of accounts showing expenditure over £100, the Clerk sought the Council's approval to publish all expenditure whatever value it is. This was approved.

Secondly we are now required, not only to show the date an invoice is paid but also when the expenditure was incurred. The Accounts spreadsheet has been updated to reflect this.

The notice for electors to inspect the paperwork was posted on the notice board on 24th April 2015.

Public Liability Certificate for C Howe, grass cutting has been received.

8. Correspondence

Various correspondence had been received regarding the "auto enrolment" for pensions, both from the Pension Regulator and the payroll provider. Our staging date is 1st July 2016. As the Clerk earns less than the figure provided for auto enrolment and is over 65 on the staging date he will not be auto enrolled. The Clerk because of salary level and age is classed as "Has a right to join a pension scheme" under the legislation (which means if the employee asks the employer to, the employer must provide a pension scheme for the employee, but does not have to pay contributions).

We may have to nominate a pension provider for the future but will be guided on this by the payroll provider. The government have set up a pensions savings scheme called NEST which is probably the easiest way to comply with the regulations. We will get further advice from the payroll provider later this year.

Letter from NYCC regarding the review and renewal of subsidised local bus services. The renewal is to take place in April 2016. They are seeking comments. Service 190 is one of those listed. The Clerk has posted the letter on the website and will place an article in the Warbler.

Since that letter was received a further communication has arrived from NYCC Integrated Passenger Transport giving details of the changes they are making to the subsidised bus services. No mention has been made of the 190 service which does suggest that there will be no change, but there is still a need for people who use the service to state how valuable it is to them. The Clerk was asked to write a letter of support for the service.

Safer Ryedale statistics for March and April and a newsletter from PCSO Birkinshaw were reviewed.

An Invite to the Community Action Policing group meeting, which was being held at the same time as the Parish Council Meeting, had been received. C Howe used to represent the PC at these meetings. There was no one present who wished to volunteer to attend in the future. The Clerk will continue to receive correspondence, which will be reported to the PC.

A request had been received from Tim Genn at Cottam Parish Council to ask WPC to object to the EDF application for 10 x 126.5 metre turbines at Bainton Heights. The majority of the council supported this approach and the Clerk was asked to send a letter of objection to East Riding Council.

9. Planning

There were two withdrawn applications:

Mark Welford for 34.5 metre turbine at Grange Farm

Peter Wilson for installation of solar panels at Rarey Farm.

An application for changes to a previous application for a storage shed at The Paddocks had been approved by email.

10. Police business

There was no police business to report.

11. Any Other Business

S Taylor had been asked by N Lattaway to ask if the village name sign at the west end of the village could be replaced. The Clerk replied that the village signs were the responsibility of NYCC highways and that all three signs at the entrances to the village could do with refurbishment. The Clerk will enquire of NYCC if they can carry out any work, but did note that NYCC are short of funds for such work.

N Lattaway also wanted to enlarge the flower beds at the west end, no objection was made to that proposal.

G Perry stated that he kept the grass cut at the War Memorial site, and that the actual memorial could do with jet washing. The Council asked that he liaise with C Howe on that matter.

The Clerk reported that he had placed the "95 Alive" Speed Concern form on the web site. He had also completed one of the forms and that had been acknowledged.

The Clerk also reported that he had asked Yorkshire Housing to address the dilapidated state of the garages that they own, at East Bank. There is also a vermin problem there. YH have said that they are looking at their options, and will report back. The Chair noted that RDC Pest Control had been on site earlier in the day.

The Chair asked that the PC officially record our thanks to the many years of excellent service that C Howe had contributed to the Parish Council. It was suggested that a collection be made to recognise that service and the proceeds be given to a charity nominated by Chris.

J Mason had been approached by a resident who was concerned that the CCTV which was in place to deter dog fouling had been used to provide data to an outside agency. Also that if CCTV was in operation a sign should be displayed. The Clerk replied that there had been no data given to any outside agency and a sign has been in existence since the equipment was installed.

12. Dates for meetings for 2015 / 2016

The following dates were agreed:

20th July
21st September
16th November
18th January 2016
21st March
16th May (Parish and Annual Meeting)

13. Paperwork for Councillors following the Election

All Councillors present completed the Declaration of Acceptance of Office of Councillor, witnessed by the Clerk. These will be sent RDC.

The Register of Member's Financial Interests which is maintained by the Monitoring Officer at RDC needs to be updated with declarations from all Councillors representing Weaverthorpe Parish Council.

The Clerk will send a link to RDC's web site in order that this can be carried out by each Councillor by the end of May 2015. Councillors were requested to inform the Clerk when this has been carried out.

The meeting closed at 8:50.