**Minutes to the meeting of Middleton-on-the-Wolds Parish Council held in**

**The Reading Rooms, Front Street, Middleton on the Wolds**

 **Monday 4th March 2019 at 7.00pm.**

**Present:** Cllr. J Eastwood (Chairman); Cllrs K Bentley; T Walker; S Burwood; J Lund;

 J Pratt; J. Fisher; A. Wilson-Dodd; and Sandra Morrison (Clerk to the Parish)

**957.** Apologies: Cllrs M Kelly; N Jones and P Linford

**958.** Declarations of Interest (Code of Conduct 2012)

1. Pecuniary: On the agenda Item 10 (b) appendix 1
2. Non- Pecuniary Interests – Cllr J Fisher on the agenda item 8(b) Play equipment on RecClub
3. Dispensations issued – None

**959**. It was proposed by Cllr Burwood and seconded by Cllr Wilson-Dodd that the Minutes of the Parish Council Meeting held on Monday 4th February 2019 be accepted as a true record. All agreed.

**960.**  The Town and Parish Council Communication Review had previously been circulated, and the clerk had attended the seminar SLCC at County Hall. The biggest issue that has risen is the poor communication between the local authority and parish and councils and lack of understanding of the different roles, with the biggest area of concern being planning. 11 recommendations are to be adopted by ERYC. It was reiterated that the local authority is not the parent organisation to the Parish Council, and that both Councils have their own areas of responsibilities. Ward Councillors are the link between the two organisations.

**961**.The Consultation on the draft planning Enforcement Plan meeting was attended by the clerk. East Riding are looking at ways to improve the enforcement service and give both councils and the public more confidence in the local authorities planning system. A response is requested by the 18th March.

**962.** Planning Applications

* 1. Planning Application 19/00441/TCA felling of Eucalyptus tree, 37 Front St. Middleton on the Wolds was discussed. No objections
	2. Planning Application 19/00635/VAR variation of Condition 6 (joinery details) of planning reference 17/00963/PLF (Change of use of barn to 4 self-catering holiday lets) to allow the installation of ‘off white’ grain effect UPVC windows in the same style as the approved timber windows, was discussed. No objections
	3. Planning Application 19/00656/PLF Erection of agricultural building Horn Hill Poultry Farm, Middleton Road, Kilnwick, YO259TS, Applicant T Soanes and Son, was discussed. No objections
	4. Planning Application 19/00657/PLF Erection of agricultural building Horn Hill Poultry Farm, Middleton Road, Kilnwick, YO259TS, Applicant T Soanes and Son, was discussed. No objections

**963.** Correspondence for consideration and resolution

Issues reported regarding parking across a dropped kerb at the junction of Greenfield Rd and Station Rd has been reported to ERYC.

A defective mahole cover on Front St has been reported to Highways.

A complaint addressed to the chairman regarding an item in the newsletter was discussed. Some of the issues raised have already been dealt with, and the chairman is to respond to the complainant direct.

**964**.The reports from The Play Inspection company were discussed.

It was agreed that Cllr Eastwood would obtain a quote for the repair of the broken fence at Orchard Drive playground, and action the matter. The failings on the new equipment have been reported to AMG Sports who are to rectify. Cllr Fisher also reported that the shackles on the baby swing needed attention. Clerk to follow up, as well as obtaining a resolution on the slide in respect of compliance with BS EN 1176 Part 1.

The Play equipment on Rec Club is old and the report highlights the need for refurbishment and repair. Quotes have been obtained for refurbishment and these are to be considered in depth at an extra-ordinary meeting to be held on the 8th April.

**965.**The planters on the railings on Front St have now been replanted. Cllr Wilson Dodd to oversee maintenance and replanting as required.

**966.** Finance

a) It was proposed be Cllr Lund and seconded by Cllr Walker that the accounts to date be approved. Agreed.

b) It was proposed by Cllr Fisher and seconded by Cllr Walker that payment of accounts as per appendix 1 & 2 be approved, subject to amendments to provide additional payment for the delivery of the Soanes recipe booklets with the newsletter deliveries.

1. It was proposed by Cllr Eastwood and seconded by Cllr Bentley that the Finance Regulations adopted on the 1 October 2018 be amended. Clause 6.21 which states

 “The council will not maintain any form of cash float. All cash received must be banked intact. Any payments made in cash by the Clerk [or RFO] (for example for postage or minor stationery items) shall be refunded on a regular basis, at least quarterly”

shall be deleted and

Clause 6.22 shall be amended to

a) “The RFO shall maintain a petty cash float of [£150] for the purpose of defraying operational and other expenses. Vouchers for payments made from petty cash shall be kept to substantiate the payment.”

b)” Payments to maintain the petty cash float shall be shown separately on the schedule of payments presented to council under 5.2 above.”

This was agreed by full council to allow for the operating of a petty cash system mainly for payment of Newsletter deliveries

1. The proposal by Cllr Kelly to increase payment for newsletter delivery to £10 per person was deferred until the April meeting.
2. **Village updates and outstanding issues**
	1. The transfer of Reading Rooms to Parish Council is progressing and some headway has been made this week, with documents being located and passed to our solicitor.
	2. Cemetery Inspection, leaning memorial stones,
		1. There are 9 leaning memorial stones in the council area of the cemetery. Cllr Bentley has been I touch with the stone masons, who have given us a quote for repair. Grave owners are to be contacted accordingly.
		2. It was agreed that Walkers Landscape should be contacted regarding a maintenance programme, to ensure the grounds and land are kept in a good condition.
		3. It was agreed that the clerk’s proposal for a remembrance garden in the cremated remains area of the cemetery be pursued.
	3. Purchase of bunting re Tour de Yorkshire has been agreed and the clerk has applied for funding from the ER to cover the costs of this together with the refreshments being provided by the village hall committee.
	4. The Emergency Plan has been updated and the draft copy passed to the clerk for typing up and issuing to ER
	5. Update on Community Plan and estimated costings – deferred to next meeting
	6. It was agreed that the ‘sleeper’ quote from N. Bentley for replacement of the steps on the banking to Warter Road be accepted subject to approval from ER. Clerk to seek approval from ER and approval for further maintenance of the footpath on old railway line.
	7. It was agreed that due to budget restraints, action on the footpath between Orchard Drive and Greenfield Road be put on hold.
	8. To discuss and agree next stage on proposed ‘trod’ adjacent to Beverley Rd – Cllr Eastwood arranged meeting with Highways Engineer to progress

Agreed as a true Record

Signed Date:

Chairman