**Minutes to the meeting of Middleton-on-the-Wolds Parish Council held in the Reading Rooms, Front Street, Middleton on the Wolds**

**On Monday 1st October 2018 at 7.00pm.**

**Present:** Cllr. J Eastwood (Chairman); Cllr M. Kelly (Vice Chair); Cllrs K Bentley; T Walker; J Lund; P Linford; A Wilson-Dodd; J Pratt; J. Fisher; S Burwood. Nick Jones and Sandra Morrison (Clerk to the Parish)

**Members of the Public:**  Louise Newlove, representing Middleton on the Wolds Recreation Club.

Louise advised the council that the rec club had received a huge water bill. The water bill up to present has been split 3 ways between the allotments, cricket club and the bowls club.

Meeting opened.

**873** It was agreed that the splitting of the water bill from the rec. club was disproportionate to the usage. Sub meters have now been installed. It was proposed by Cllr Bentley and seconded by Cllr Kelly that the water account be charged directly to the PC and then the usage by the various clubs be billed out. All agreed. Cllr Kelly to submit meter readings.

**874** Apologies – none

**875** Declaration of Interest (Code of Conduct 2012)

1. Pecuniary & Non- Pecuniary Interests - None

**876** In the minutes of the meeting dated 2nd July 2018 ref 841(g)(l) it was ‘agreed that interviews for the Parish Clerk should be conducted by Cllrs Eastwood, Kelly and the present clerk.

The authority for this decision is Local Government Act 1972 Section 101(1)(a)

In the meeting dated 2 July 2018 it was also discussed and agreed, but not recorded in the minutes, that the new clerk should be appointed at the current NALC approved salary scale and at the same hours as the outgoing clerk. The use of the office in the reading rooms to be decided should a clerk from outside the parish be appointed. The new appointment was to commence from 1st September 2018.

ERNLLCA model documents state that “Candidates should be asked a set of standard questions” “interviewers should take notes during the interview to refer to when making decisions. Notes should be specific to the answers given”

This procedure was followed.

As the interview was conducted by an authorised sub-committee, then it follows that the sub- committee should select the most suitable candidate, to avoid any possible tribunal claims.

ERNLLCA model documents continue to state that “candidates should be notified as soon as possible after a decision”

As there was no parish council meeting in August the sub-committee continued to follow procedure and best practise, and appoint a new parish clerk and RFO, with a start date of 1st September 2018. The sub-committee also drew up a contract of employment covering all agreed terms, which was signed prior to 1st September 2018, again in line with good practise.

The sub-committee apologise to the Parish Council that they did not advise the council prior to the meeting of the 3rd September 2018 of the new appointment, and formally present Sandra Morrison as the new clerk and RFO to the parish.

**877** Mr Nick Jones was formally presented as the new co-opted member of the council. A Declaration of Interest form was handed to the clerk, along with the Acceptance of Office declaration which was witnessed by the clerk in the presence of the full council.

**878** It was proposed by Cllr T Walker and seconded by Cllr J Pratt that theMinutes of the Parish Council Meeting held on Monday 3rd September 2018 be accepted as a true record. All agreed.

**879** In compliance with GDPR which came into force on 25th May 2018 privacy notices and consent forms had been circulated. All agreed to accept draft wording for distribution and publication.

**880** Middleton recreation Club

 1) No report from sub-committee is available as yet.

2) An estimate cost for the siting of a stile between the allotments and the recreation club.as per minute reference 828(a)(i) of the June meeting has been considered. All agreed that the cost is disproportionate to the usage, and would it be an inappropriate use of public funds to authorise this work. Cllr Kelly to cover at the next rec club meeting.

*3*) Cllrs Eastwood and Kelly to reposition the paving slab under the gate as per minute reference 828(a)(i) June meeting asap

4) The issuing of a new lease was deferred until the next meeting. Cllr Bentley to locate a signed copy of the existing lease prior to review.

5) It was proposed by Cllr Eastwood and seconded by Cllr Kelly that the 30 saplings donated from Woodland Trust are planted in the south west corner of the large play area. Agenda item (4) and 12(vi). It was further proposed by Cllr Eastwood and seconded by Cllr Bentley that Walkers Landscape is asked for a quote to cut this area as it was not included when original quote was submitted. All agreed. There is also an area where snowdrops are planted within the village green that requires cutting and to be included in the new quote. The saplings come with stakes and tree guards, and Cllr Wilson-Dodd will maintain area once planted.

**881** Orchard Drive Play area

1. Play area celebrations and official opening will take place on Friday 12th October from 1.30pm – 3.00pm. The theme will be a Teddy Bears Picnic. Edwina Hayes will open the event, and judge the best dressed teddy bear. 4 prizes to be supplied by Cllr Pratt. All agreed.
2. A request has been submitted to ERYC for re-siting of the waste bin at the playground. Additional litter bins throughout the parish to be considered within next year’s budget.
3. Both Play Grounds have been inspected in January 2018. The council have been invoiced for this. All agreed that although the Orchard Drive play equipment is new, it would require inspection in January 2019.
4. Item 8.4 on the agenda has already been covered in minute reference 878 (5)

**882** Cllr Kelly has not yet been able to contact Margaret the editor of the Newsletter so item deferred until the next meeting. It was noted that Greenfield Road has not had delivery of this month’s letter, Cllr Bentley to investigate. Cllr Kelly to speak to Margaret to determine who delivers to which areas.

**883.** The removal of steps to railway line has caused great concern. The clerk has determined that the steps were removed by a subcontractor on health and safety reasons. The subcontractor being instructed by ERYC. ERYC have declared that as the old railway line is not officially a public right of way, they have no obligation to replace the steps. The matter is ongoing. The clerk to ask ERYC for permission to register the path as a PROW or to replace steps from PC funds. To contact our ward councillors for support. It is noted that children have been seen vandalising the steps and also the telephone kiosk, as well as riding bikes and skate boards inappropriately in the play park.

**884** Village Green

(i) All agreed that the clerk would write a short letter to Mr J Sutton regarding action relating to the tree overhanging the footpath on village green. Related property is Quackers Cottage, Station Road. Mr J Sutton

(ii) It was agreed by all that the clerk should write to David Newlove and request a quote for the cutting back of hedges and trimming of bushes on the village green.

**885** Deferred from previous meetings:

(i) It was proposed by Cllr Jones that he takes the paperwork for the Neighbourhood Plan and liaises with Liz Whitaker for further action. Agreed.

(ii) Some work has been done by Yorkshire Water in respect of the flooding on Beverley Road. Cllr Eastwood to liaise with residents and report back.

(iii) Cllr Fisher to review domain names for councillor’s email addresses.

(iv) The Middleton Relief in Charity accounts are now due to the Charity Commission. Clerk to liaise with Cllr Bentley

(v) The clerk has contacted Humberside police and Sgt Morris agreed to attend the meeting to discuss speed issues in the village. Deferred until next meeting.

**886** Correspondence to review, discuss and action

1. It was agreed that Cllrs Walker and Fisher would put up the Christmas lights the week before the Christmas Fair ready for switch on on the 8th Dec. It was agreed that some sort of ceremony may be appropriate and Cllr Eastwood is to liaise with Lyn Dennis from the Village hall committee. To discuss further at next meeting.
2. Clerk to respond to email and regulations from ERYC re Festive Lighting
3. Cllr Fisher to attend ERNLLCA district committee meeting as a nominated representative
4. It was proposed by Cllr Eastwood and seconded by Cllr Kelly that the lease on allotment no 6b be passed to Kelly Mike Green
5. Cllr A Wilson-Dodd to attend the Parish Transport Meeting 30th October 2018

**889** Finance:

1) It was proposed by Cllr Pratt and seconded by Cllr Burwood that the Finance Regulations be approve and formerly adopted. All agreed

2) It was proposed by Cllr Walker and seconded by Cllr Kelly that the accounts to date be approved. All agreed.

3) It was proposed by Cllr Walker and seconded by Cllr Fisher that the budget to date be approved. All agreed.

4) It was proposed by Cllr Jones and seconded by Cllr Walker that cost of wood from Clifton Timber being £121.27, plus £25.00 for signage, for the fitting out of the telephone kiosk be approved. All agreed.

5) It was proposed by Cllr Eastwood and seconded by Cllr Kelly that the council approve expenditure of approx. £80.00 on servicing of the lawn mower. Cllr Kelly to check with the recreation club if storage of the equipment in their container is covered under their insurance.

**890** Cllr Eastwood confirmed that the telephone contract has now been renewed

**891** It was proposed by Cllr Walker and seconded by Cllr Burwood that the payment schedule Appendix 1 be approved. All agreed.

Meeting closed 9.10pm

Date of next meeting 5th November 2018

Approved as a true record

Signed

Chairman Date