



Millington cum Givendale Parish Council

Minutes of the Meeting

Tuesday 4 August 2015 at 7:15pm in the Village Hall.

Present: Cllrs Brooks, Burley, Cargill, Francis & McConachie,

In attendance : Mrs Roberts (clerk)

Members of the public: Mr P. Traill

Public Participation :- Mr P. Traill explained that there was currently a problem with the pumping station in Millington, resulting in a power issue with the main sewer running through the village. As a consequence, there is now a temporary traffic lights system within the village. Notices have been issued to residents regarding a planned power outage tomorrow at 9am for potentially up to 6 hours. This affects the far end of the village. The issue is expected to be resolved by Sunday.

1025.Declaration of Pecuniary and Non- pecuniary Interest

None

1026.Apologies

Cllr Willoughby

1027.Minutes of the meetings held on 7th July 2015

The minutes from the meeting held on 7/7/15 were accepted and signed as a true record.

1028.Matters Arising

The letter to Greenwoods regarding planning application 15/00497/PLF, this still has to be sent.

Cllr Francis requested that the clerk to be identified in all future minutes. This was agreed by all.

1029.Appointment of the new Clerk and Clerk's Salary

Cllr Burley informed the council that she has had discussions with various parish councils regarding the methods they employed to reduce the efforts required of their clerks. The most popular were to reduce the number of meetings in the year and for the clerk to do the absolute minimum. Other options included one clerk looking after multiple councils. Cllr Burley has discussed these ideas with Mrs Roberts and based on reducing the number of meetings, keeping tasks to a minimum, together with councillors provided additional support she has agreed to continue with her application.

Cllr Burley suggested next month that council move to reduce meetings to once every 6 weeks for an initial 6 month trial. This was agreed by all. Item to be added to agenda.



Millington cum Givendale Parish Council

Cllr McConachie proposed that Mrs Robert's application for clerk be accepted. Cllr Brooks seconded. This was agreed by all.

After a review of the current financial situation, the council discussed the Clerk's salary. Cllr Brooks proposed that this should be set at £1006/annum. Cllr Cargill seconded. This was agreed by all.

1030.Clerk's Job Description

Cllr Cargill proposed that the job description be accepted. Cllr Francis seconded. Agreed by all.

Cllr Cargill proposed that the clerk's start date is back dated 1/5/15. Cllr Francis seconded, Agreed by all.

Cllr Brooks propose that clerk's expenses be paid at a flat rate of £70/year. Cllr McConachie seconded. Agreed by all.

Cllr Burley informed the council that after some investigation she should confirm there are no additional costs with regard to insurance or council tax, as a result of Mrs Roberts working from home to perform the clerk's duties.

Cllr Burley officially welcomed Mrs Roberts as the clerk.

Action : Clerk to modify contract (with regard to expenses) as agreed and then it is to be signed by the clerk & and Cllr Burley.

1031.Change to Bank Mandate

The councillors acknowledge and agreed, amongst other things:

1. Instructions may be given to the Bank by Judith Roberts and can be given by any method such as in writing, telephone or online, in accordance with the Customer Agreement.
2. Formal overdraft arrangements, loans and third party agreements may only be agreed by persons appointed under the Appointment of Banker's mandate.
3. The Bank is authorised to disclose the balance and all other information about each account to Judith Roberts.
4. This authority is to remain in force until cancelled by the council in writing.

Bank Mandate and covering letter signed by Cllr Cheney & Cllr McConachie

Action: Clerk to submit papers to bank



Millington cum Givendale Parish Council

1032.Website

The clerk has loaded all the agenda and minutes from the current financial year on the the website with the exception of April 2015 minutes which are too large to load. Cllr agreed that Cllr Burley and Cheney would co-ordinate populating the website. Responsibility for individual pages is detailed below.

Section	Page	Assigned
Home Page	N/A	Cllr Cheney/Clerk
Parish Information	Churches	Cllr McConachie
	Eating Out	Cllr Cargill
	Events	Cllr Willoughby/ Cllr Cheney
	History	Cllr Francis
	Local Attractions	Cllr Brooks
	Local Walks	Cllr Cargill/Clerk
	Location Plan	Cllr Cheney/ Cllr Francis
	Medical Services	Cllr Burley
	Parking	Cllr Burley
	Planning Applications	Clerk
	Village Hall	Cllr Burley
Parish News	Councillors	Clerk
	Meeting & Committees	Clerk
	Policies & Procedures	Clerk
	Newsletters	Cllr Cheney
	News	Cllr Cheney
	Council Sites	Cllr Burley
Local Business	N/A	Cllr Burley
Community Groups	N/A	Cllr Burley
Links	N/A	Cllr Burley
Image Gallery	N/A	Cllr Brooks

Information to be submitted to JC and Cllr Burley by the 1/10/15.

1033.Broadband

Cllr Burley proposed that she organise a Public meeting for broadband experts to be invited on 29/9/15 at 7:30pm.



Millington cum Givendale Parish Council

1034. Parking & Traffic in the Village

The clerk has received an email from Mrs L Berriman regarding problems with parking in the village. Cllr Burley has also spoke with Dave English about the problem, unfortunately due to financial restraints ERYC is highly unlikely to do anything to police parking in a rural setting. Cllr Cheney has also done some research and found some interesting techniques to manage parking in an innovative manner.

Action : Cllr Cheney to email other councillors the information she has found.

Action: Clerk to thank Mrs Berriman for her letter and to explain that the council take this issue very seriously. The situation though is complex and will take time to resolve but the council are exploring a number of options.

1035. Village Plan

Cllr Brooks to assist Cllr Burley

1036. Emergency Plan

Cllr Francis & Cllr Cheney to update the Emergency plan and pass to the clerk to submit

1037. Council Documentation

Deferred until next year, ie after the Website is up & running and Village Plan is complete

Action : Clerk to reinstate on agenda at appropriate time.

1038. Community Heritage Proposal

Cllr Burley, Cllr Francis & Cllr Brooks to organise an informal meeting, which will be open to anyone to attend.

1039. Response to emails.

Cllr Burley asked councillors to confirm that had received all emails listed in Appendix A. This was agreed by all.

Email re Hull Commission hearing to be added to next agenda.

Email re PKF Littlejohn, variances on Annual Return, these were due to tree maintenance and monies for Village plan (which had yet to be spent.)

Action : Clerk to reply.

Cllr Burley highlighted the regular meeting regarding Highways issues and commented it would be good if one of the councillors could go.

Millington cum Givendale Parish Council

1040.Items for next agenda

- Parish Council Restructuring
- Report from working parties
- Parish Matters
- Broad band
- Parking & Traffic in the village
- Village Plan
- Emergency Plan
- Community Heritage Proposal
- Hull Commission Hearing
- Bonfire Celebration

1041.Any other urgent business

We have some travellers set up camp in the village. Cllr Burley has reported the issue to the council and ascertained that they are camping illegally on council land. Legal proceedings have been started to evict them from the land.

Cllr Francis reported that the law has recently changed which makes having horses on grass verges illegal

Cllr Cheney asked for any items for the next Parish Matters.

1042.Next Meeting

1st September 2015 - 7:15pm

Meeting closed at 9:40 pm

Millington cum Givendale Parish Council

Appendix A.

Date Received	Brief Description	Originally Sender	Forwarded to Councillors
3/8/15	Millington Parish Council Annual Return	PKF Littlejohn LLP	3/8/15
31/7/15	Parish Councils' Bill E-Survey	NALC via ERNLLCA	3/8/15
30/7/15	Date of the next Vale of York CCG Governing Body meeting	Brad Webster ERC	30/7/15
30/7/15	Police August Newsletter	Helen Anderson Pocklington Police Station	3/8/15
30/7/15	ERYC - Safe & Sound Scheme	Amy Dean ERC	30/7/15
29/7/15	ERYC - Safe & Sound Scheme	Amy Dean ERC	29/7/15
29/7/15	ERNLLCA newsletter	ERNLLCA	29/7/15
29/7/15	Stolen Vehicle	Helen Anderson Pocklington Police Station	29/7/15
29/7/15	Notification of Decision on App Ref 15/01668/PLF	ERC	29/7/15
N/A	Notification of draft minutes & final agenda for 4/8/15	Judith Roberts	29/7/15
23/7/15	Notes of meeting on 30 June at Shiptonthorpe	Brad Webster ERC	3/8/15
17/7/15	Hull Commission hearing in public 16th July 2015	ERNLLCA	17/7/15
16/7/15	East Riding of Yorkshire and Kingston Upon Hull Joint Local Access Forum - 11th Annual Report 2014-2015	Hazel Armstrong Local Access Forum, ERC	3/8/15
N/A	Notification of draft minutes 7/7/15 & draft agenda for 4/8/15	Judith Roberts	14/7/15
14/7/15	New Parking sign on Swineridge Lane	Pauline England ERC	14/7/15
14/7/15	Upgrades to Electronic Systems for Planning and Building Control	Deborah Sutor ERC	14/7/15
13/7/15	Transparency Code	Alan Barker ERNLLCA	14/7/15
10/7/15	Consultation on Draft Supplementary Planning Documents (SPD)	Forward Planning ERC	14/7/15
7/7/15	Community Heritage Project at Millington	Dr Halkon via Paul Brooks	14/7/15
3/7/15	Community Partnerships Newsletter July	Brad Webster ERC	3/8/15
1/7/15	Pocklington & Market Weighton Local Links event 22.7.15	Brad Webster ERC	3/8/15
5/6/15	Community Partnerships Newsletter June	Brad Webster ERC	3/8/15