**Millington cum Givendale Parish Council**

Minutes of the Council meeting held on Tuesday 2nd January 2017 at 7.30pm in the Village Hall at Millington.

Present: Cllrs Burley, Brooks, Willoughby and Cargill.

Public Participation – None.

Cllr Burley began the meeting by welcoming Samantha O’Connor as the new clerk. The meeting was then chaired by Cllr Burley and assisted by the clerk.

**1624: Declaration of pecuniary and non pecuniary interest** – None.

**1625: Apologies** – Cllrs Berriman, Francis and McConachie.

**1626: Minutes of the meeting held on the 5th December 2017 -**

These were signed as a true and accurate record. The clerk noted that the previous copies of the minutes haven’t been signed as they should have been. ACTION: Clerk to ask ERNLLCA for advice on historically signing these.

**1627: Matters arising (not covered elsewhere on the agenda) -**

Cllr Willoughby noted that ERYC have tarmacked one end of Givendale Hill but not at the other as requested. Cllr Cargill reported that a visitor to the village had recently lost two tyres driving down this road due to the poor conditions due to numerous potholes. ACTION: Clerk to request that ERYC conduct a site visit of Givendale/ Swineridge Hill to see the poor condition of the road. The beck is causing an overflow of surface water on the road which is contributing to the bad driving conditions.

**1628: Final completion of the precept -**

Previous budget figures were brought to the meeting and reviewed by the PC. Due to the clerk living outside of the village the clerk’s expenses was raised from £70 to £200 to accommodate travel to meetings. Cllr Burley noted that two members of the parish council had volunteered to post the agendas and minutes in place of the clerk. Cllr Brooks is to look after the Millington noticeboard and Cllr McConachie will be responsible for Givendale. Cllr Burley wished to record that it is a legal requirement to post the agenda at least three working days prior to the meeting. Weekends, bank holidays and the actual day of the meeting cannot be included in the three days.

Cllr Burley has checked with ERYC the necessity to conduct tree surveys in the parish. ERYC have advised that this is not a legal requirement however a duty of care does fall on the PC if they are aware of any works that need carrying out. Cllr Willoughby commented that there is an ash tree that he feels will need removing, it is unclear at this point who actually owns the tree. It was agreed that this would discussed at the next meeting in greater depth.

The level of rock salt has been reviewed and the parish is in good supply of this. Cllr Burley noted that the current pile stored behind the vicarage is not under cover which it should be.

Both Cllr Willoughby and Brooke stated that the bench at Swineridge requires maintenance but a new bench does not need to be purchased, this cost was removed.

Cllr Burley advised the PC that ERNLLCA have instructed that the reserve funds for an election are dependent on each PC and that it is for each individual PC to determine. It was agreed that the previous budget of £550 was sufficient.

Cllr Burley mentioned that there will be printing costs to find for the Village Plan. Cllr Willoughby responded stating that this had previously been budgeted for.

Cllr Burley suggested budgeting for a defibrillator in terms of purchase costs. Cllr Cargill commented that she has had some negative feedback from residents in terms of installing one. Cllr Willoughby stated that when this was initially discussed, he received a good response. It was agreed that no cost should be attributed to this at this stage but that this should be discussed further in the next meeting.

Other items were removed from the budget as follows;

£250 – Audit. This is due to the change in procedure as of 2018 with no requirement to send this to PKF Littlejohns.

£5000 – Extending car park. It was noted that this project will not be carried out.

£350 Road signs.

£300 Strimmer. This has now been purchased.

Other than the normal increase in running costs the only other item that was increased was budgeting £50 for village celebrations to allow for the upcoming Yorkshire Day.

Cllr Willoughby proposed that £2508 should be the figure requested for the precept, Cllr Brooke seconded this. All were in agreement. No form was brought to the meeting so the clerk stated she would reply to Jon Lambert at ERYC with the figure requested and that the form would get signed at the next meeting. ACTION: Clerk to bring the form to the meeting in February.

**1629: Items for the next agenda –**

Dog-fouling on footpath

Ash tree at Swineridge

Defibrillator installation

Memorial bench

Village Plan update

Web site

Swineridge

Highways

**1630: Any other urgent business -**

The clerk had previously mentioned that this section of the agenda shouldn’t exist as this leaves topics to be discussed too vague and not in line with transparency. Cllr Burley noted that one of the cllrs not present was keen to keep this on the agenda going forward. Cllr Cargill felt it was not a legal requirement to remove it. ACTION: Clerk to check with ERNLLCA as to whether this can be kept.

**1631: Next meeting** – 6th February 2018.

Signed as a true and accurate record of the minutes