**Millington cum Givendale Parish Council**

Minutes of the Parish Council Meeting held on Tuesday 2nd November 2021 at 7pm in Millington Village Hall.

Present: Cllrs Tait, Swanborough and Smith. Ward Cllr Rudd was also present.

The meeting was opened by Cllr Tait and assisted by the clerk.

**OPEN FORUM**

No comments were made.

**Meeting started at 7.00pm**

**2346: Welcome and Apologies** - Cllrs Cawood, Willougby, Francis and Burley had sent their apologies prior to the meeting. Cllr Tait had been asked to step in as acting Chair.

**2347: Declaration of Pecuniary and Non-Pecuniary Interests** – None.

**2348: Ward Cllr Report**

Covid statistics across East Riding up to 27th October are as follows:

99% of care home workers have been double-vaccinated, 10% of which have had their boosters

6% 12-15 year olds have had a single vaccination

ERYC are looking for residents to accommodate Afghan refugees. Anyone who can help should email [afghansremovals.assistance@eastriding.gov.uk](mailto:afghansremovals.assistance@eastriding.gov.uk)

ERYC are offering several sources of financial help available to residents, including a household support fund, help with food and utilities, warm house discount and free school meals. To find out more, contact ERYC at [benefit.takeup@eastriding.gov.uk](mailto:benefit.takeup@eastriding.gov.uk)

Cllr Smith noted that the wildflower initiative in place of ERYC grass cutting has not progressed. ACTION: Cllr Smith to speak to Rob Willoughby to see if he would be interested in taking this forward.

**2349: Signing of Previous Minutes**

Cllr Swanborough proposed to accept these as a true and accurate record, Cllr Smith seconded this, and all agreed. Cllr Tait signed the minutes.

**2350: Matters Arising (including actions not covered elsewhere on the agenda)**

**Accounts**

Cllr Smith counter-signed the July invoices.

ACTION: Clerk to check the progress of payment authorisation process with Barclays.

**Website Updates**

The clerk has removed the out-of-date information as requested and has added a paragraph to the home page regarding the return to normal business for the PC. The clerk is trying to set up new page for Yorkshire Day 2021. ACTION: Clerk to progress this before the next meeting. ACTION: Clerk to create content for the Yorkshire Day page using the recent Parish Matters article.

**Bonfire Event**

Cllr Willoughby had sent the following update prior to the meeting:

The PC have sold 43 tickets to adults and given 15 free tickets for under 18s, totalling 58 but are expecting more people on the night. Thanks should go to Cllrs Tait, Swanborough and Cawood for the door-to-door ticket sales and to Cllr Burley for the grant application and work on the risk assessment.

**Community Tree Planting Fund**

Cllr Willoughby had sent the following update prior to the meeting:

The grant application for £1500 has been successful and thanks should go to Rob Willoughby for his work in securing the funding.

**ERYC Road Closure**

Cllr Tait noted that a response by ERYC had been received but was unsatisfactory given the discrepancies in the email. The clerk had asked Ward Cllr Rudd to escalate this prior to the meeting. ACTION: Clerk to re-send the correspondence to Ward Cllr Rudd and get an update at the next meeting.

**Damage to the Pastures**

Cllr Smith reported damage caused by vehicles and asked if the PC would consider measures to prevent this, such as the planting trees in the area. ACTION: Clerk to agenda this for further discussion in December when more Cllrs are present.

**No Parking Signs in Village**

The clerk has a had a response from ERYC stating that the PC would not be allowed to erect additional road signage. The clerk suggested that some residents might display signs on their walls or hedges instead. ACTION: Cllr Smith to speak to the landlady of the Ramblers Rest and report back in December.

**2351: Accounts**

The clerk had circulated all accounts spreadsheets, invoices to be paid and the schedule of payments prior to the meeting. Payments were approved by Cllr Smith seconded by Cllr Swanborough, and agreed by all as follows:

Samantha O’Connor – Clerks salary via BACS

Samantha O’Connor - £5.63 via BACS (travel expenses)

Samantha O’Connor - £20.36 via BACS (printer paper)

Bank statements were reconciled with the accounts spreadsheets and signed by Cllr Swanborough.

**2352: Annual Review of HR Policies**

The clerk had sent out copies of the following policies prior to the meeting:

Disciplinary

Equal Opportunities

Grievance

Health and Safety

Safeguarding

Financial Regulations

The clerk noted that there were no updates to these, and they are the most current ones from NALC and ERNLLCA. Cllr Swanborough proposed to adopt these, Cllr Smith seconded this, and all agreed. ACTION: Clerk to update the website.

**2353: Annual Review of Emergency Plan**

The clerk had sent out the up-to-date plan prior to the meeting. Cllr Tait completed her missing contact information. Cllr Tait noted that a telephone number was needed for The Shoot Barn. Cllr Swanborough proposed to approve the plan with these additions, Cllr Smith seconded this, and all agreed. ACTION: Clerk to ask Cllr Cawood if she has the number for The Shoot Barn. ACTION: Once complete, clerk to send the plan to ERYC, republish on the website and replace the copy in the emergency boxes.

**2354: Village Bonfire Update**

It was noted that the PC insurers had been notified as required and had sent guidance documents for the person involved with the firework display.

**2355: Adoption of Revised Code of Conduct**

The clerk had sent a copy of this prior to the meeting. All were happy for this to be listed in the PCs policies. ACTION: Add a link to the code on the PC website under the Cllrs information.

Cllr Tait reported that the bin collection dates have not been updated on the PC website. ACTION: Clerk to amend the bin collection dates to the new residents information.

**2356: Prowdes Charity**

ERYC Cllr Pat Smith has asked that residents be made aware of the Prowdes charity set up for assisting boys and young men between 9 and 25. Grants are available for use towards books, travel costs, music lessons and bikes. If further information is required, contact Pat directly via FB [www.facebook.com/eastridingcouncil](http://www.facebook.com/eastridingcouncil)

**2357: Annual Count of Rough Sleepers**

The clerk has received the annual request for rough sleepers. She noted that the night that the numbers are recorded is the 17th November, and she will return a 0 value unless she has reports otherwise. ACTION: Clerk to respond to the survey.

**2358: Correspondence and Community Issues**

None.

**2359: Date of Next Meeting –** 7th December 2021 at 7pm in the village hall.

**Meeting closed at 7.55 pm.**

Signed as a true and accurate record of the minutes.