**Millington cum Givendale Parish Council**

Minutes of the Parish Council Meeting held on Tuesday 1s March at 7pm in Millington Village Hall.

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

The meeting was chaired by Cllr Willoughby and assisted by the clerk.

**OPEN FORUM**

Nothing was discussed here.

**Meeting started at 7.06pm**

**2403: Welcome and Apologies** – Cllrs Cawood, Francis and Tait.

**2404: Declaration of Pecuniary and Non-Pecuniary Interests** – None.

**2405: Ward Cllr Report**

Ward Cllr Rudd conducted a survey of all salt bins in the parish on 7th February and has reported the ones that need filling. He also reported the damaged salt bin.

He visited the area where parking is an issue near the Ramblers Rest and could not identify the problem. Cllr Swanborough noted that it was only a certain time where it was difficult to pass through.

He has had no update on the damage to the pastures. Cllr Willoughby reported that Cllr Cawood has reported this to the Environment Agency using grid ref SE8409152848 (reference # 2034514). Anyone can report the damage on 0800 870060 and should use the reference numbers when doing so. Cllr Burley stated that she has also reported this to Natural England. ACTION: Cllr Burley to follow this report up before the next meeting.

ERYC have set the Council Tax and ERYC have increased this by 3.9% which is broken down to 2% for social care and 1.9% general increase. The council tax for a Band D property in Millington will now be £2004.61

ERCY are currently having a third party conduct a peer review.

**2406: Signing of Previous Minutes**

All agreed that these were a true and accurate record and were signed by Cllr Willoughby.

**2407: Matters Arising (including actions not covered elsewhere on the agenda)**

**Wildflower Initiative**

The clerk sent all Cllrs a list of grants that could be used for this purpose, although none were specific to wildflower initiatives. ACTION: Cllr Burley to look at which grant is suitable.

**Accounts**

The Barclays ‘contact us’ service is still under maintenance. As such, the clerk will not put any payments onto Barclays until after approval in the meeting.

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

**Allotment Tenancy Agreement Review**

ACTION: Clerk to send out agreements and covering letters before 1st April.

**Fenstone Quarry**

Cllr Smith asked the clerk to report the state of the road to Fenstone. ACTION: Clerk to request that the road is swept.

**2408: Accounts**

The clerk had circulated the accounts spreadsheet, part bank statement and the schedule of payments prior to the meeting. Payments were approved by Cllr Swanborough, seconded by Cllr Smith, and agreed by all as follows:

Samantha O’Connor – Clerks salary (February) via BACS

ICO - £35 (Data Protection Renewal) via Direct Debit

Samantha O’Connor - £5.63 (travel expenses for February)

The bank statement was sent prior to the meeting but the clerk could not print a full copy due to technical issue with the download. ACTION: Clerk to bring a hard copy and the accounts spreadsheet to sign off at the next meeting.

**2409: Annual Review of Co-option Procedure**

The clerk noted that there have been no amendments to this document. Cllr Willoughby proposed to adopt the document, Cllr Swanborough seconded this, and all agreed.

**2410: Approval of 2022/23 Meeting Schedule**

The clerk had sent this prior to the meeting. All Cllrs were happy with the schedule. ACTION: Clerk to publish this on the website and Cllrs to place this on the noticeboards.

**2411: Adoption of Town and Parish Council Charter**

The PC had already seen and discussed the draft version in a previous meeting. Cllr Willoughby proposed to adopt this, Cllr Swanborough seconded this, and all agreed. ACTION: Clerk to publish on the website.

**2412: Jubilee Celebrations Including Grant Application Update**

Cllr Burley reported that the grant application had now been submitted for a gazebo, celebration cake and commemorative present for the parish children. The total expense will be over the £500 grant so once finalised, the surplus amount will need to be approved by the PC. ACTION: Clerk to agenda ‘surplus jubilee funding approval’ for the next meeting.

Cllr Willoughby thanked Cllr Burley for her work so far on this.

**2413: Road Damage in Givendale**

Cllr Willoughby noted that Cllr Cawood has reported the recent damage to the verges to JSR.

**2414: Website Updates**

The clerk stated that Cllr Cawood and herself went through the website page by page and has updated most of it. The clerk has a couple of updates to make for the Village Hall and Millington Heritage pages. ACTION: Clerk to update the website with this information once she has received it.

**2415: Millington Woods**

Cllr Burley has the ERYC wood management plan that she will forward to all Cllrs. This item was deferred until Cllr Tait was in attendance. ACTION: Clerk to agenda this for the meeting in April.

**2416: Ward Cllr Devolution Meeting**

Ward Cllr Rudd gave a brief overview of the devolution proposals. A discussion was held, and it was agreed that Ward Cllr Hammond and Stathers should be invited to attend a separate public meeting to explain the process. ACTION: Clerk to arrange a date with the Ward Cllrs.

**2417: Wilkinson Trust**

ACTION: Agenda this for the Annual Parish Council Meeting in May. ACTION: Cllr Burley to ask the temporary clerk for a brief overview of the purpose of the Wilkinson’s Trust as part of her annual report.

**2418: Correspondence and Community Issues**

Cllr Willougby ran through the list of articles for the Parish Matters which has a deadline of 13th March. The clerk read out an email regarding an ultra-marathon taking place on 23rd April as part of the Wold Rangers Way Ultra. ACTION: Clerk to ask Cllr Cawood to publish this information in the Parish Matters. More information can be found at <https://www.ultratrails.co.uk/wrw-overview>

Cllr Willougby updated the PC that the trees had all been delivered at Swineridge and are in the process of being planted. The jubilee ring of silver birches has already been planted.

**2419: Date of Next Meeting –** Annual Parish Meeting (APM) at 7pm, April 2022 followed by the regular PC meeting at 7.30pm in the village hall.

**Meeting closed at 8.11 pm.**

Signed as a true and accurate record of the minutes.