**Minutes of the Parish Council Meeting held on 10th January 2023 at 19:00 at Millington Village Hall.**

Present: Cllrs Cawood, Tait, Burley, Willoughby, Swanborough and Smith. Ward Cllr Rudd and one member of the public were also present.

**OPEN FORUM**

Meeting started at 19:05 hrs.

**PARISH COUNCIL MEETING**

2542: WELCOME AND APOLOGIES

All Cllrs were present. Cllr Cawood wished all members a Happy New Year,

2543: DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTEREST

None.

2544: MINUTES OF THE MEETING HELD IN DECEMBER

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

2546: MATTERS ARISING (INCLUDING OUTSTANDING ACTIONS NOT COVERED ELSEWHERE ON THE AGENDA)

**Tree grant for Swineridge**

Cllr Willoughby noted that The Humber Forest Commission only plant on clean sites rather than infill. Rob Willoughby is further liaising with them and will update the PC.

**Overgrown trees**

The clerk has reported the tree boughs on Swineridge Hill near the substation that require cutting back (I.D# 2478505). The PC confirmed that this has still not been actioned even though it was reported in October. ACTION: Clerk to ask Ward Cllr Hammond to progress this.

**Thankyou letters**

Cllr Cawood has sent a letter to the parishioner who made the Tommy figure and to the pub for hosting the Christmas event.

**‘Tommy’ Figure**

The clerk noted that a refund has still not been received for this. Cllr Cawood confirmed that she has been chasing RBLI since 24th October. They received the item back on the 15th November. ACTION: Cllr Cawood to chase this again and keep the PC updated.

2545: WARD CLLR REPORT

This item was moved to here as Ward Cllr Rudd was absent for the first part of the meeting.

ERYC have yet to decide the raise in council tax although it is likely to be 4.99% This will be split between 2.99% on general costs and 2% on adult social care.

TESCO have made an appeal to ERYC for grant requests (blue token scheme) as they have not had many at branches across East Riding of Yorkshire.

ERYC have launched a Positive Activity grant for youth projects.

Humberside have employed 78 news officers recently and in the past five years have employed 800 in total.

2547: ACCOUNTS

The clerk has received a remittance advice from ERYC and queried if this was the balance of a grant. ACTION: Cllr Burley to investigate this further.

The clerk had sent the accounts reconciliation, bank statements and schedule of payments prior to the meeting. The following payments had already been made with prior approval:

Sharon Cawood - £100 (repayment for purchase of Christmas tree)

Samantha O’Connor – Clerk salary (December)

Jill Cheney - £18.99 (repayment for printer ink)

Cllrs Swanborough and Smith reviewed and signed the invoices and schedule of payments.

Cllr Tait reviewed and signed the bank statements.

2549: PRECEPT

The clerk had sent a financial report prior to the meeting, to inform Cllrs of projected expenditure and precept options. Considering the projected running costs of £5140 and the amount of reserves held, Cllr Tait proposed to raise the precept to this amount, Cllr Smith seconded this, and all agreed. The clerk noted that on a Band D property this would see a £4.54 rise. This amount is not the full council tax amount, it is only the precept portion that makes up the full council tax bill. The clerk also noted that given the tax base, a band D charge would have risen, even if the precept demand had remained the same as for 2022/23.

The calculations used were solely based on basic running costs, including, wages, insurance payments, auditor, date protection fee, etc. All events that the PC have organised have been funded by grants or other sources of income such as ticket sales. The clerk noted that the full financial report will be available on the website under the finance section.

2548: BUDGETS FOR 2023/24

This was moved here to allow discussion of the precept amount.

All Cllrs agreed with the budgets proposed by the clerk.

2550: CLERK APPRAISAL

The clerk noted that she had not had an appraisal since she started even though it is detailed in her contract. It was agreed that this should be implemented and carried out prior to the meeting in February. Cllr Tait and Cawood will conduct the appraisal. ACTION: Clerk to complete the appraisal form and send to Cllrs prior to the meeting.

2551: APPOINTMENT OF INTERNAL AUDITOR

The clerk has been approached by a different auditor and asked the PC to consider the proposal. The clerk noted that it is good practice to change auditors and that the PC have been with the current one for five years.

A discussion was held, and it was agreed that the clerk should try and find one more auditor to make a comparison with. ACTION: Research local auditors and update the PC at the next meeting.

2552: MAY 2023 LOCAL COUNCIL ELECTIONS

The clerk noted that this year, all seats will be elected. For parishioners who are interested in joining the PC, they will be able to use the ERYC website to find out details of how to apply for their election pack. It was agreed that this information would be placed in Parish Matters.

2553: CORRESPONDENCE AND COMMUNITY ISSUES

Cllr Cawood has had a letter of thanks from the residents who had the Christmas tree in their garden. The tree now needs removing. ACTION: Cllr Smith and Rob Willoughby to remove the tree.

The clerk had sent an email regarding a parish councils’ event in February at Withernsea. It was agreed that given the time allowed to discuss an extensive agenda, and the location, that no one would be attending.

ACTION: Clerk to put ‘Parish Matters’ and ‘Kings Coronation/ Yorkshire Day’ on the agenda for February.

The PC have received an expression of interest from a resident who would like to join the PC. ACTION: Clerk to agenda ‘Co-option of Cllr’ for the next meeting.

2554: DATE OF NEXT MEETING

The next meeting will be on 7th February 2023, 7pm in the Village Hall.

There being no further business, the meeting closed at 20:10 hrs.

Signed as a true and correct record \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_