DRAFT HILLAM PARISH COUNCIL

CHAIR: Councillor Julie Sadler

CLERK: Mrs Juvina Janik

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**MINUTES of HILLAM PARISH COUNCIL held Wednesday 4th October 2017**

**At Monk Fryston and Hillam Community Centre at 7.30pm**

**01. Present and apologies**

Full council present with Councillors Sadler (Chair), Collinson (VC), Little, Mitchell, Robertson, Tuddenham and Wright in attendance. District Councillor Pearson, Mick Merry and Karen Merry (Ring Tree Lights Committee) and Juvina Janik (Clerk) were in attendance.

**02. Declarations of Interest**

None were declared.

**11. Confirm Approval of PC insurance of Ring Tree Christmas Lights event**

This item was brought forward for the convenience of the Ring Tree Lights Committee members. Parish Council received an outline of the plans and an image of the proposed decoration to be used to light the Ring Tree area at Christmas 2017. Chosen to have more impact than last years arrangement but will need 3 external sockets to run. J.J. has already sent current insurance docs to K.M. for submission to Selby District Council. SDC have asked a number questions about the plans submitted and are checking approval with the Police and Fire Service. Sockets at the Ring Tree do not appear to be working and the timer needs resetting as lights are not coming on in the evening. **Resolved:** Council approved outline proposals and K.M. will forward the finalised plans for the clerk to send to the insurers for confirmation of cover. Clerk to contact Morton Bros to check the socket, reset timer and give recommendations on the extension lead required to run the proposed light display. Any necessary spend will be approved at November meeting.

**03. To approve and sign the minutes for Parish Council Meeting 6th September 2017**

**Resolved:** The minutes were approved by council and signed by Councillor Sadler as a true record.

**04. Finance Matters:**

a) **Resolved:** September finance summary and bank reconciliation was presented and approved.

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| --- | --- | --- | --- | --- | --- |
|  | Cashbook Opening Balances 24 August 2017: | Receipts | Payments | CASHBOOK Closing Balance at  22 SEPT 17 | BANK STATEMENT Balance at  22 SEPT 17 |
| Reserve Account | £ 5212.61 | - | - | £ 5212.61 | £5212.61 |
| Current Account | **£8229.06** | **-** | **£5094.39** | **£3134.67** | **£3174.67** |
| **£3174.67 MINUS CHQ 592 NOT YET PRESENTED £40 MFHCA= £3134.67**  **The cashbook and the statement reconcile** | | | | | |

**b) Agree and approve OCTOBER payments**



**Resolved:** An additional reimbursement payment (chq 600) was approved to be paid to Cllr Sadler to cover the honorary payment (approved September) for the volunteer varnishing the noticeboard. Payments were approved and it was agreed that invoices and cheques would be inspected and cheques signed at the end of the meeting.

**c) PKF Update**

Notice of Conclusion of Audit received and displayed as necessary. Clerk to ensure notes and amendments are applied to 2017-18 Annual Return when the time comes.

**05. Monk Fryston Guides: discuss offer to plant bulbs as part of community service project**

**Resolved:** Monk Fryston Guides representative to liaise directly with Councillor Wright to ensure the plans are appropriate and suitable for all parties. A spend of up to £25 was approved to provide bulbs for the project. Clerk to contact Monk Fryston Guides with Cllr Wright’s contact details.

**06. Discuss grant request from Monk Fryston PTA**

A number of councillors felt that £250 was too large a sum of money for one cause but others felt that a donation was warranted. **Resolved:** Council agreed to donate £100 to the cause and requested that evidence of the spend is to be submitted for scrutiny.

**07. Discuss donation request to Selby District Council Chairman’s chosen charities**

**Resolved:** It was agreed that Hillam Parish Council would only donate to carefully considered requests from local village causes as dicussed when then budget was drawn up.

**08. Aree a representative for the Remembrance Service 12th November**

**Resolved:** Councillor Collinson and Councillor Tuddenham will be attending the event and will represent the parish council. A spend of £20 was agreed for the purchase of a wreath to lay, Cllr Collinson to arrange this.

**09. Finalise plans for Padre John Hetherington farewell**

**Resolved:** A gift has been arranged as per September discussion, and a spend of £15 was approved for a secondary gift.

**10. Updates on Bus Services**

Selby Distrit Age Uk offered to set up a shopping bus service or those in need in Hillam and supplied a phone number to contact. Cllr Pearson explained that the contract to take over the routes is currently out for tender. Temporary service is reportedly still unsuitable with it not going to fully in to Pontefract.

**11. Ring Tree – discuss at the beginning of meeting**

**12. Village maintenance:**

1. Footpaths – **Resolved:** quotes for gates were presented and two metal, two-way opening gates, wide enough for a mobility scooter, will be purchased if landowner agrees to the new gates being installed. Cllr Little will follow permissions up with the land owners. Clerk will complete the Locality Budget grant form installation is given permission.
2. Request for Hillam PC to help maintain 4 paths linking Monk Fryston and Hillam – **Resolved:** The Hudson Way route that links with Hillam is currently pro-actively maintained jointly by Monk Fryston and Hillam Parish Councils. Hillam Parish Council is already in the process of developing an easy access circular walk in Hillam, replacing stiles with wide gates. A further contribution from Hillam Parish Council was deemed unnecessary.
3. Updates and matters to report to the clerk:
4. Edges of Betteras Hill Road still not repaired – **Resolved:** Cllr Pearson to follow this up with Highways
5. Overhanging branches onto Betteras Hill Road at the Quarry, from both sides, cut back and satisfactory
6. Updates to be requested from Quarry/Recycling plant – height of mound still a concern. **Resovled:** Cllr Pearson to request that the site is visited and appropriate feedback/reports and monitoring takes place

**13. Planning:**

1. Discuss comments to be submitted for proposed Pool of SDC sites allocated for development – The potential sites for development identified in Hillam have been classed as ‘Not Required’ due to SDC meeting their housing need commitment through using other sites. Areas that are marked for large scale developments are Tadcaster, Sherburn (underway) and Selby.

**Resolved:** Currently no comments to be submitted.

At this point District Councillor Pearson excused himself from the meeting 8.45pm.

1. 2017/0814/FUL – Kendall Cottage, Chapel Street –Erection of 2No. semi detached houses in side garden of Kendall Cottage **Resolved: Observations -** Concerns regarding the safety of vehicular access to/from the site due to lack of visibility at the location. Potential to encourage further road parking which is already busy due to the carers to and from Manor Court 24hrs a day.
2. 2017/0905/HPA – Austfield House, Hillam Common Lane – Reserved Matters Application relating to access, appearance, landscaping, layout and scale of approval 2015/1159/OUT **Resolved: Observations** - request for parish-owned streetlight to be relocated/replaced with new column and light (to NYCC standards) outside of the property boundary whilst work is going on at the property. Request that as much as possible of the existing tree and hedge boundary is preserved for conservation of wildlife. Request that design is sympathetic to the environment.
3. 2017/0991/HPA – 1 Bedford’s Fold – Proposed erection of 2 storey side and rear extension **Resolved: Observations –** Serious concerns about parking, no garage and a reduction in driveway space will only add to the already evident ongoing problem of parking in this area and on this road junction
4. 2017/1016/HEN – Austfield House, Hillam Common Lane – House extension notification for an orangery extension to the rear extending 5m to rear, 4m to ridge and 3m to eaves **Resolved:** No observations.

**14. Updates from Councillors from meetings, events or matters arising**

1. Cllr Robertson attended the MFHCA meeting. Liaison with neighbouring property regarding a fence to be built along the boundary of the Community Centre land to separate the plots. Discussions taking place regarding a possible carpark extension.
2. Cllr Little attended Pub is the Hub Coffee Morning. So far £361.72 has been raised for flowers and planters to decorate the village. Clerk is to contact Selby Town Council regarding the planters they have at the town hall, who supplied them and how much do they cost.
3. Gordon Little who plants and uproots the Christmas trees at the village entrances every year has asked if there is a possibility to plant and leave in because the task is getting quite hard for him now. Resolved: To be discussed in the future for 2018
4. Cllr Collinson and Cllr Tuddenham attended the Burial Board Meeting. Discussions were had regarding a large plot that is unused and the question about whether it can be sold on/used by another party due to the lack of space in the cemetery. A relative within the family who owns the plot has now come forward. Next meeting 28th November.
5. Cllr Sadler will attend Monk Fryston Education Foundation in the coming week. Anyone with ideas where they can financial support young people or anyone young person (up to age 25) in need of financial support for their studies should make contact. Cllr Sadler will also present the grant request made by Monk Fryston PTA for discussion by MFEF.

**15. Confirm the date and time of the next Parish Council Meeting**

**Resolved:** Wednesday 1st November 2017, 7.30pm at Monk Fryston and Hillam Community Centre.

**14. Meeting closed – 9.10PM**

SIGNED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_