

SHERIFF HUTTON PARISH COUNCIL

**MINUTES OF THE MEETING HELD IN THE VILLAGE HALL,
SHERIFF HUTTON ON FRIDAY 14th SEPTEMBER 2018 AT 7.30PM**

PRESENT: Councillors: Douglas Wooles (Chairman), Penny Bean (Vice-Chairman),
Martin Dodd, Marcus Oxendale, Sally Downing & Elaine Nelson.

ALSO PRESENT Clerk: Louise Pink.

1. APOLOGIES OF ABSENCE

Councillor Dave Smith.

2. DECLARATION OF INTERESTS

None declared.

3. MINUTES

The council resolved that the minutes of the meetings held on Friday 10th August 2018 were agreed and signed by the Chairman.

4. PUBLIC FORUM

No members of the public were present at the meeting.

4A. EXCLUSION OF THE PUBLIC

Not Required.

5. MATTERS ARISING FROM THE MINUTES

Nothing noted.

6. CLERK'S REPORT

(a) Sheriff Hutton War Memorial – After discussion it was agreed for an article to be added to the next Village News asking for residents views on a possible second memorial in the village.

7. PLANNING

a. The following planning applications were received this month:-

18/00823/HOUSE 27 Castle Side, Sheriff Hutton
Erection of a single storey rear extension.
Decision – No Objection.

18/00768/HOUSE Holly Tree Cottage, Main Street, Sheriff Hutton
Erection of a single storey side extension, detached single garage, replacement of existing front artificially leading UPVC windows with timber Yorkshire Light style windows and replacement of front and side UPVC entrance doors with timber doors and installation of 1.8m high entrance gates to drive.
Decision – No Objection.

b. Decisions received this month:-

18/00645/HOUSE Fiveways, 5 Stonelands Close, Sheriff Hutton

Approved Chairman

Erection of a single storey side extension to the west elevation.
APPROVED.

18/00687/HOUSE 1 The Croft, Sheriff Hutton
Erection of a single storey & rear extension.
APPROVED.

c. Notes – Nothing noted.

8. VILLAGE REPAIRS

The next village walkabout was arranged for Friday 21st September. Due to weather conditions this was later amended to Wednesday 3rd October.

It was noted that the ginnel opposite the Highwayman pub needs cutting back.

9. FINANCIAL MATTERS

a. The Clerk submitted the following accounts for payment by BACS:-

L Pink	Clerks Salary (Net)	£301.12
L Pink	Expenses	£28.50
Ian Scott	Internal Audit for Year Ending March 18	£69.00

The accounts listed for payment were accepted. Clerk to make the payments via BACS using the online banking process.

b. The Clerk submitted no accounts for payment by cheque.

c. No income was noted.

d. The following invoices which was received after the production of the agenda were discussed and approved for payment:-

Autela Payroll Services	Payroll Services Q2	£46.80
HMRC	Tax & NI	£204.00
Onyx ICT Ltd	Website hosting & domain services	£12.00
Branching Out	Grass Cutting	£2,250.00
Village Hall	Room Hire	£60.00
St Helen & Holy Cross Church	Donation	£500.00

e. The bank balances were noted from August 2018.

f. The actual vs. budget figures were noted from August 2018.

g. To discuss any other urgent request submitted to the meeting:-

(i) Village Guide leaflet and information board – After discussion it was agreed for 1000 copies of the village guide to be purchased at a cost of £156.50.

(ii) Internal audit report for the year ending 31st March 2018 - Clerk advised that the internal auditor carried out the internal audit of the 2017/18 accounts on the 24th May 2017. The auditor advised of no areas for concern. Comment made that VAT can be reclaimed on clerks expenses. For the third year a note was added by the internal auditor that the recommended reserve is now between 6 to 12 months of the council's precept and it was suggested that 6 months of the annual precept would

Approved Chairman

be appropriate for a council of this size. It has previously been discussion and agreed that reserves of 6 months of the annual precept would be very low and against anticipated expenditure and as such this will be not adopted by the Parish Council.

(iii) Funding request made by St Helen and the Holy Cross Church to help with the annual costs associated with the maintenance of the Parish Burial Ground – After discussion a donation of £500.00 was agreed.

(iiii) Funding request made by the Trustees of the Sheriff Hutton Playing Fields to help towards the costs to improve the access entrance to the Village Hall Car Park and immediate roadway – After discussion the Parish Council agreed that they are prepared to consider a grant of £1,000 to help towards the costs of the work. This is on the provision of the Parish Council receiving a completed application form. Clerk to liaise with the requestor. Once a completed application form is received item to be added to the next available agenda.

10. CORRESPONDENCE

A list of correspondence since the last meeting was issued to all Councillors.

11. REPORT FROM COUNTY COUNCILLOR

Councillor Goodrick was not present at the meeting.

12. REPORT FROM DISTRICT COUNCILLOR

Councillor Hope was not present at the meeting.

13. REPORTS FROM PARISH COUNCILLORS

Nothing noted.

14. MATTERS FOR INCLUSION IN THE VILLAGE NEWS

Request for views on a possible second war memorial in the village.

Reference to the donation made to the church.

Notice re parking on the Village Green.

15. MATTERS FOR INCLUSION ON THE NEXT AGENDA

Nothing noted.

16. DATE AND TIME OF NEXT MEETING

The next Parish Council Meeting to be held on Friday 12th October 2018 @ 7.00pm.

The meeting closed at 9.05pm.