

# LISSETT & ULROME PARISH COUNCIL

Minutes of Parish Council Meeting on 28<sup>th</sup> March 2017

At 7.00pm, Rickaby Hall, Ulrome

**Present:** Councillors G Daly (in the Chair), A Bailey, K Riddle and K Binks, ERYC Councillor J Evison and J Owen, Clerk, Tracey Topliss recorded the Minutes.

## 1. Public Participation (10 mins):

Ward Councillor's reported on the following

- Internet/Phone Issues – BT have confirmed that the work in Lissett is still ongoing but has been delayed until Easter (see minute attachment).
- Beach access is still being looked at and no areas have been agreed or ruled out. There are some beach walks taking place on 10 and 14 April.

## 2. To receive apologies for absence:

There were no apologies for absence.

## 3. Declaration of Interests:

- (a) To record declarations of interest by any member of the council in respect of this agenda. Members declaring interests should identify the agenda item and type and nature of interest being declared.

There were no interests declared.

- (b) To note dispensations given to any member of the council in respect of the agenda items listed below.

There were no dispensations.

## 4. To approve minutes:

### (a) Parish Council Meeting – 15<sup>th</sup> February 2017

**Resolved:** that the Minutes are approved and signed as a true and correct record.

## 5. To co-opt any interested persons to the Parish Council

None to co-opt.

## 6. To approve the Risk Assessment Schedule

**Resolved:** that the Risk Assessment Schedule is approved and signed by the Chairman.

## 7. To review and approve the Council's Asset Register

**Resolved:** that the Asset Register is approved by Lissett and Ulrome Parish Council.

## 8. To approve an internal auditor

**Resolved:** that Richard Dixon, Public Sector Audit be appointed as 2016/17 auditor.

## 9. To review and approve Standing Orders

**Resolved:** that the Standing Orders be approved by Lissett and Ulrome Parish Council.

#### 10. To review and approve Financial Regulations

**Resolved:** that the Financial Regulations be approved by Lissett and Ulrome Parish Council.

#### 11. To review and approve the following policies:

- **Health and Safety Policy**
- **Freedom of Information Policy**
- **Complaints Procedure**

**Resolved:** that the above policies be approved and adopted by Lissett and Ulrome Parish Council.

#### 12. To approve the Parish Council insurance for renewal on 1<sup>st</sup> May 2017 for the sum of £253.00 with Zurich (emailed to Cllrs on 7<sup>th</sup> March 2017)

**Resolved:** to approve £253.00 to Zurich for the insurance renewal from 1<sup>st</sup> May 2017.

#### 13. Community Emergency Plan

Amendments to the plan circulated previously to be brought the next meeting.

#### 14. Parish Newsletter

Councillor Riddle to circulate a copy of the draft newsletter in preparation for the next newsletter meeting on 5<sup>th</sup> April 2017.

#### 15. Planting Scheme

Last year the Parish Council made a financial contribution for the grass cutting of the church yards. It was agreed that the churches be approached with the offer of the same arrangement for this year.

#### 16. To Receive Meeting Feedback

- **Community Meeting – 28 February 2017**

Councillor Daly reported back regarding the meeting which wasn't as well attended as hoped. Ward Councillors attended the meeting and agreed to see if there would be any interest in a future event where common topics amongst the Parish Councils could be discussed.

#### 17. To note/deal with correspondence that has been sent to the Council:

- ERYC, Grantfinder (Sport England – Opportunity Fund) (emailed 21/3/17)
- ERNLLCA, Japanese Knotweed (emailed 21/3/17)
- ERYC, Grantfinder (Greggs Foundation) (emailed 21/3/17)
- ERNLLCA, NALC's Good Councillor Spring Conference (emailed 20/3/17)
- ERNLLCA, Adoption of the Annual Return (emailed 13/3/17)
- ERNLLCA, Children's Play Area (emailed 13/3/17)
- ERYC, Letter re possible joint Parish event (emailed 13/3/17)
- ERNLLCA, Devolution and the Voluntary Sector (emailed 7/3/17)
- ERYC, Joint Local Access Forum Agenda (emailed 7/3/17)
- ERYC, Local Plan Newsletter Winter 2017 (emailed 7/3/17)
- ERYC, Changes to planning application publicity (emailed 7/3/17)
- ERYC, Roadworks (emailed 27/2/17)
- ERYC, Grantfinder – ESF Community Grants, HLF Parks for People, NL Award (emailed 27/2/17)

The Council noted the above correspondence.

**18. (a) To approve Councillor Expenses**

None to approve.

**(b) To approve payment of accounts:**

- Clerks Wages February and March 2017
- Clerk's homeworking expenses (as per contract)

**Resolved:** To approve both the clerks wages for February and March 2017 and the clerks expenses.

**(c) To note bank balances:**

Bank a/c     £11,118.97  
 Misc a/c     £3,739.67  
 Petty Cash   £111.69

**Cash Book 2016/17 (circulated)**

**Resolved:** To note balances above and cash book including budget monitor (circulated at meeting).

**19. Date and time of next meeting**

Annual Meeting of the Council at 7.00pm on Wednesday 10<sup>th</sup> May 2017  
 Parish Council Meeting at 7.30pm on Wednesday 10<sup>th</sup> May 2017.

The meeting closed at 7.45pm

**Signed (Chairman) .....** **Date .....**