

## **Shadforth Parish Council Minutes**

Minutes of a Meeting of Shadforth Parish Council held on Wednesday 8<sup>th</sup> May 2019 at 8.30pm in Shadforth Village Hall.

**Present:** - Councillors D Woods (Chairman), Beattie, Flude, Hooper, Mace, Sim, Turner, R Woods, Priest, Young, Bell

**Apologies:** - None

Mrs Carole Bell Parish Clerk, Cllr B Kellett (DCC) Cllr L Howvels (DCC) in attendance

There was 4 member of the public present (Part)

### **10/19 Notice of motion**

The Notice of Motion to call the meeting was proposed by Cllr D Woods. This was carried.

### **11/19 Declaration of Interest.**

Cllrs Flude and Beattie - Allotments

### **12/19 Police and Wardens Report**

There were no police in attendance however the chair read the police report.

***Resolution : To accept the report, however the council believe it is not a true reflection and there are a number of issues not documented***

### **13/19 Approve the Minutes of 2<sup>nd</sup> April 2019.**

***Resolution : To accept the minutes as a true record and signed by the Chair***

### **14/19 Matters of Information**

- |        |  |
|--------|--|
| 120/18 | 105/18 The work on the headstones is still outstanding   |
|        | 107/18 & 130/18 Online Banking up and running  |
|        | 112/18 Skate Park – On Agenda  |
| 121/18 | a. SLCC Membership – prepared – awaiting Clerks Review due June 2019   |
| 122/18 | Northern Regional Allotments - no documents received<br>Inspection notice has been sent to tenants, inspection will be last week May             |
| 124/18 | References to the terms and conditions for the cemetery group could not be found – However the new Standing Orders do refer to this in section 4 |
| 127/18 | Rodenticide equipment – on hold following recent events  |
| 131/18 | The Cemetery Caretakers Contract was signed  |

### **15/19 Correspondence**

The correspondence was read and the following actions **resolved**.

- a. It was agreed to circulate the Minutes from the Sherburn Hill Hub
- b. We have received confirmation and authority to start the P3 project

- c. Funding Opportunities be investigated to complete the landscaping behind the Skate park at Ludworth, and 3 quotations be sourced
- d. That the Clerk speak to Planners DCC - Steven Mead - ref Section 106 money to see if any is available to support the initiative "Swings for the Disabled". The clerk is to write to the Working Party to confirm the scheduled activities
- e. It was requested that councillors provide information on their training and qualifications so that a skills matrix could be created
- f. To circulate the email regarding the UK Dementia Centre Programme
- g. To circulate the documents regarding the VE Day Commemorations

#### **16/19 Public Participation on Agenda Items**

A member of the public wished to congratulate those involved in the Parish Assembly. That they thought the Parish Assembly was a great success and felt that it was a very inclusive meeting. That they had investigated the feasibility of combining the names of all villages in the parish name and that seeking permissions can be done with the County Council. (Section 75 of the Local Government act 1972)

A member of the public expressed their concern about the damage in the play area at Sherburn Hill.

The member also requested that the clerk published their contact details (email and telephone number)

***Resolved : To publish the clerks contact information in the notice boards***

#### **17/19 Councillors Updates**

None

#### **18/19 Reports from County Councillors**

Cllr Kellet and Hovvels presented their report.

The Chair thanked the County Councillors for their continued support in the parish.

***Resolution: To accept the County Councillors Report***

#### **19/19 External Communication**

***Resolution: That the clerk inform the Facebook Manager when the Minutes are published on the website***

#### **20/19 Consider any planning applications**

None

#### **21/19 Update on the Skate Park**

The clerk explained that the builders had attended the site but had only repaired a small section of the park. As this was not satisfactory the clerk has requested an on site review with all parties.

## **22/19 Outcomes from Annual Assembly**

***Resolution: That the Clerk forward a copy of the outcomes to all Members, Cllr Hovvels and Cllr Kellet***

## **23/19 Training Support and Procedures**

***Resolved : To accept the offer from Helen Lynch to provide training on the Code of Conduct  
Resolved: That the Procedures and Standing Orders be circulated for consideration and comment in preparation for acceptance before the 22nd May 2019***

## **24/19 Update from the Allotment Sub Committee**

The documentation from NRAA is not ready. Estimated completion date 2 weeks.  
The Members voiced that it is their expectation that the expert working on behalf of the council should be preparing all alternatives available to the council.

***Resolved : That a list be made of any parishioners who would be interested in an allotment***

***Resolved : The Clerk email the members with the Constitution provided by CATS for their consideration***

***Resolved : That copy letters which were sent to those on the waiting list requesting clarification be forwarded to the current clerk.***

***Resolved : that the updated allotment waiting list and proof of request for an allotment be sent to the clerk***

***Resolved : that the Clerk is to provide the members with the waiting list information for their approval when an allotment vacancy occurs***

***Resolved : that the Clerk arrange the signing of the current tenancy agreement for the allotment (No 5)***

## **25/19 Financial Reconciliation**

The clerk presented the following payments for authorisation:

Stationary	£78.85
HMRC	£183.74
Clerk Wages	£629.44
CDALC	£299.20
Room Hire	£15.00
Plants	£94.00
Cenotaph Care	£100.00
Insurance	£1314.80
Room Hire	£15.00
Cemetery Caretaking	£384.00
Refreshments	£9.97

Total £3124.00

***Resolved : That the payments be made***

***Exclusion of the press and public at 22.20, Cllr Young also left the meeting***

**26/19 Update on Cemetery Contract**

***Resolved : that Cllr Flude contact the contractor regarding invoice as soon as possible***

Meeting Ended 10.30 pm

Agreed and Signed by: