

NEWTON KYME CUM TOULSTON PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting held on Monday 11th December 2017 at
6.30pm in St Andrew's Church, Newton Kyme

Clerk and Finance Officer: Vivienne Skinner, 26 Clifford Moor Road, Boston Spa, West
Yorkshire LS23 6PG

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Present: Councillors R Hall (Chair), W Hibbs, A Jennings, R Cornforth, J Watson, J Kearl

Clerk: Vivienne Skinner

- 1. Apologies**
Apologies received and accepted from Cllr. E Wilson.
- 2. Co-option of Councillor**
Jane Kearl signed the Declaration of Acceptance and will complete the Register of Interest.
- 3. Declarations of Interest**
Cllr. Jennings declared an interest in item 7 on the agenda.
- 4. Suspend Standing Orders for Members of the Public to Speak**
4 members of the public were present, all stated an interest in agenda item 10. The Parish Councils recently advertised 3 year business plan had informed their interest.
- 5. Minutes of Last Meeting**
The minutes of the meeting held on 11th September 2017 were agreed and signed by the Chair.
Resolved: That the minutes be accepted as a true record
- 6. Clerk's Report**
New Clerk's contract of employment completed.
A Transparency Fund Application will be made to YLCA for 2017/2018 for a contribution to the cost of ongoing work on the website.
- 7. To Receive an update on the Village Hall**
Work is ongoing to formalise the tenancy agreement between the current Charitable Trust of the land and the tenant (Cllr. Jennings). Work will then continue to formally transfer the land to the Parish Council.
- 8. To receive an update on the former Papyrus Works**
Work continues on the final 2 houses; 9 properties remain unsold. The viaduct is now fully open to the public.
Cllr. Jennings will contact Redrow Homes to confirm the arrangements for the management and maintenance of all the public space on the development.
- 9. To receive an update on the Village Flood Defences**
Work continues to improve issues relating to ground water and grey water. Local residents affected have funded further work. Two field drains require

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attention, to be discussed with the farmer.

- 10. To consider proposals for the 2018/2019 Precept**
Based on the 3 year strategy document developed by the Council in May, the Clerk had circulated a draft budget paper for consideration. The full transfer of records from the former Clerk remains outstanding and it was agreed the draft budget will be finalised and the Precept agreed in January 2018.
- 11. Financial Matters**
- 11.1 To review the figures to date.** Waiting receipt of documents from former Clerk.
- 11.2 To review and complete the Bank Mandate and notify change of Clerk.** Bank Mandate reviewed and updated; online banking forms completed authorising the Clerk to make payments on behalf of the Parish Council; letter notifying the change of Clerk signed by Cllrs. Cornforth and Hibbs.
- 11.3 To consider appointment of Internal Auditor for 2017/18.**
Resolved: To appoint Ian Scott as Internal Auditor for the 2017/2018 financial year.
- 12. To Note Correspondence Received and Discuss/and Action**
Listed items circulated by email. No action required.
- 13. Minor Matters and Agenda Items for the Next Meeting**
The budget and Precept will be the main agenda item at the next meeting.
- 14. Date of Next Meeting**
The next meeting will be Thursday 18th January 2018 at 6.30pm.

The meeting closed at 8.00pm

Chair.....

Date.....