

NEWTON KYME CUM TOULSTON PARISH COUNCIL

**Minutes of the Ordinary Parish Council Meeting held on Monday 10th December 2018 at 6:30pm in St Andrew's Church,
Newton Kyme**

Present: Councillors E Wilson, R Cornforth, W Hibbs, J Watson, J Kearn

Clerk: Vivienne Skinner

70/18 Apologies

To receive and record apologies for absence

Apologies received from Cllrs. Jennings and Hall

Resolved: Apologies accepted.

71/18 Declarations of Interest

To receive and record any declarations of interest

None declared.

72/18 Minutes of Last Meetings

To approve the minutes of the ordinary council meeting of 10th September 2018 and the extraordinary council meeting of 15th October 2018

Resolved: That the minutes be accepted as a true record of the meetings.

73/18 To review the monthly figures and spending to date (previously circulated) in line with the agreed Annual Budget and 3 year Business Plan

Resolved: Monthly figures and bank reconciliation noted.

74/18 To agree the annual budget for 2019/2020 and set the Parish Precept

The budget paper was discussed and agreed. The Parish Precept was agreed and set at £10,000, in line with the 3 year Business Plan. The notification was duly signed by the Chair and Clerk.

Resolved: The Annual Revenue Budget and the Parish Precept for 2019/2020 were agreed.

75/18 Community Infrastructure Levy (CIL) To consider options for the receipt and spending of the allocation (1st April 2019- 31st October 2019)

The council will continue to develop projects/plans before applying for the funds.

Resolved: The council will review at the next meeting.

76/18 To consider a Section 137 payment to St Andrew's Church

The church is the only community building in the village and the council agreed to a payment of £1,500.00 to support the continued use of the building. The church is also seeking funding streams towards the cost of a new heating system. Details of the Tadcaster & Villages CEF has been forwarded for their consideration.

Resolved: A S137 payment of £1,500.00 to support the continued use of the building.

77/18 To consider appointment of internal auditor for 2018/2019.

Resolved: To appoint Ian Scott as Internal Auditor for the 2018/2019 financial year.

78/18 To consider a review of the Village Design Statement and other options for a village plan

The Village Design Statement was approved in 2012. As part of the review consideration was given to the development of a Neighbourhood Plan.

Resolved: The current Village Design Statement remains appropriate.

79/18 To receive an update on the transfer of the Village Hall land to the Parish Council and consider recommendations

Work is ongoing with the Solicitor to finalise the transfer of the land and application to HM Land Registry. Quotations for a valuation of the land have been sought and a quotation accepted.

Resolved: Land valuation quotation accepted and will be undertaken.

80/18 To receive an update on the development of the website

Final additions to be made, new site should be launched early in the new year.

81/18 To receive an update on Cycleways and liaison with Sustrans

Cllr. Cornforth continues to liaise with Sustrans on any plans to develop the cycleway through to the viaduct near the Southbank development.

82/18 To receive an update on issues relating to the Southbank development

Cllr. Jennings continues to liaise with Redrow on any outstanding work before responsibility transfers to the Management Company for ongoing maintenance.

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83/18 To receive an update on the new field drain to connect to the ditch system; and contact with the Highways Department to clear the road gullies to improve the flow of road surface water.

Cllr. Hibbs reported that the new field drain is working, improvements can be seen in the ponded areas. A maintenance regime is now in place for the road gullies. The outfall ditch to the road crossing needs maintenance, there are ongoing discussions with all ditch owners to implement improvements.

84/18 To receive an update on crime prevention event for the village

Cllr. Wilson reported that only two people attended the crime prevention event. However, PSCO Dan Todd provided useful information that has been shared with the residents of the Southbank development to improve the protection of property. The Police responded very quickly to a recent attempted theft.

85/18 To approve payments and receipts in accordance with the budget

Payments approved and paid since last full meeting 10th September 2018

Date	Payee	Electronic/chq	Detail	Amount £
11.09.18	J & J Hurren	EP00024	Grass cutting	180.00
30.09.18	Mrs V Skinner	EP00025	September Salary	49.72
15.10.18	HMRC	EP00026	PAYE	12.40
31.10.18	Mrs V Skinner	EP00027	October Salary	49.72
30.11.18	Mrs V Skinner	EP00028	November Salary	49.72

Payments for approval 10th December 2018 * to be authorised in the month payment is due

Payee	Electronic/chq	Detail	Amount £
Mrs V Skinner	EP	December salary	*tba
Mrs V Skinner	EP	January salary (to be paid 31 st October)	*tba
HMRC	EP	PAYE	*tba

Resolved: All payments approved. S137 payment to St Andrew's PCC is included in the schedule.

86/18	<p>Receipts</p> <table border="1"> <thead> <tr> <th>Date</th> <th>Payee</th> <th>Detail</th> <th>Amount £</th> </tr> </thead> <tbody> <tr> <td>28.09.18</td> <td>Selby DC</td> <td>Balance of Precept</td> <td>5,000.00</td> </tr> </tbody> </table> <p>Resolved: Receipt noted.</p>	Date	Payee	Detail	Amount £	28.09.18	Selby DC	Balance of Precept	5,000.00
Date	Payee	Detail	Amount £						
28.09.18	Selby DC	Balance of Precept	5,000.00						
87/18	<p>Clerks verbal report</p> <ul style="list-style-type: none"> Selby DC will be holding a workshop on the Election process in February Work continues to establish responsibility for repairs to the Ebor Way footpath The GDPR Security Incident Policy will be presented to the Council at the next meeting 								
88/18	<p>To Note Correspondence Received – items of interest (list circulated)</p> <p>21/11 Selby DC – Decision on Planning Application 2018/1110/HPA – application refused</p> <p>Resolved: Decision noted.</p>								
89/18	<p>To approve responses/action to items of correspondence</p> <p>12.10 Selby DC – update of Local Plan – response sent 15.10.18</p> <p>14.10 Resident enquiry re. Street lighting St Andrews Walk – response 15.10</p> <p>15.11 Changes to Bus Service – details on website+ NKN 19.11</p> <p>20.11 Selby DC – estimate of number of rough sleepers in parish – nil response 21.11</p> <p>Resolved: Responses noted.</p>								
90/18	<p>To receive late items of Correspondence</p> <ul style="list-style-type: none"> Planning notice 2018/1372/HEN relating to 4 Toulston View circulated. No action required by parish council. 								

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91/18	To Consider Minor Matters and Agenda Items for the Next Meeting No additional items proposed.
92/18	Date of next meeting Monday 11th February 2019
	<u>Part II of the meeting – closed to press and public</u>
93/18	To conduct the annual review of the hours and salary for the Clerk to the Council. Following a discussion the council approved a salary increase of one scale point on the NALC salary scale and an increase of hours with effect from 1 st November 2018. The council also approved a payment to cover the additional hours worked on the new GDPR process. The clerk will circulate the amended contract which will be signed at the next meeting. Resolved: Clerk's salary increased by one scale point and an increase of hours from 1st November 2018. A payment to cover the additional hours worked on the GDPR process also approved. Revised contract will be signed at the next council meeting.

The meeting closed at 19:30hrs.

Chair.....

Date.....