

POINTON AND SEMPRINGHAM PARISH COUNCIL

Notes of the meeting of the Parish Council held in the Village Hall, 21 June 2018

Councillors present: Cllr R Greenwood – Chair, Cllr C Lambert – Vice Chair, Cllr J Sharples, Cllr A Scarfe, Cllr C Green, Cllr W Moore, Cllr J Keeley, Cllr Dr P Moseley and Adrian Illingworth – Clerk.

Public Forum (18/01)

15 residents were present the forum started at 7.05.

The subject of grass cutting was raised by several residents.

The Chair explained the topper had been used and in 2016 and 2017 two cuts were done. Although the verges had been cut by the Parish Council, this was the responsibility of Highways who are responsible for carrying out two amenity cuts per annum.

A resident pointed out a donation had been given to PCPF to purchase a topper with the understanding they would maintain the verges. The Chair explained the PCPF are not responsible for cutting the verges and re-emphasised Highways were responsible for this.

Following further discussion the Chair advised the meeting he would cut the verges when and if he was available but asked for other volunteers to come forward to assist.

The Green has not been cut. This is the responsibility of Highways but they deny ownership. Clerk to investigate.

A former Councillor asked where the DPI's had gone. The Chair explained this had been discussed at previous meetings. Cllr Mosely explained Legal and Democratic Services, at SKDC, dealt with all these matters and suggested a letter to be sent asking them to investigate. If an unsatisfactory answer was received the matter can then be referred to the Ombudsman.

The question of cars parking on land outside resident's properties was raised, and what action could be taken. Cllr Moseley explained unless a road order was issued no action could be taken.

Residents asked if more notices could be posted informing date and times of Parish Council meetings. Council agreed to post more notices and to discuss the purchase of a notice board for Millthorpe.

A resident asked for Cllr Green to apologise for statements made, which she duly did.

Public Forum closed by the Chair at 7.40pm

1.0 Welcome remarks by Chair

Chair welcomed new Councillors

2.0 Apologies

Apologies received Keith King – PCC. Apology and reason for absence accepted by the Council.
(18/11)

3.0 Declarations of pecuniary interest and dispensations

None

4.0 Signing of the minutes

The Clerk's notes of the Annual Parish Council Meetings held on Thursday, 31 May 2018 approved as being a true reflection by all members present. Proposed by Cllr Greenwood, and seconded by Cllr Lambert.

Cllr Lambert stated the minutes for the Annual Parish Meeting should not been signed until the next annual meeting. The Clerk pointed out this was incorrect and showed the relevant section in Arnold Brown. The minutes were duly accepted as being a true record by those members who had been present at the meeting. Proposed by Cllr Greenwood and seconded by Cllr Sharples. Both minutes duly signed by the Chair **(18/12)**

5.0 Matter arising from the minutes

None

6.0 Council and District Council Matters (18/13)

Cllr Mosely informed the meeting a Parish update was coming out shortly. Judging for Best Kept Village was underway.

Envirocrime has been set up by SKDC to look at various issues, one being dog fouling. Although the Parish Council does not have the authority to issue notices they can send a letter, if they know the owner. The age at which a notice can be issued is now 16.

Food waste trial continuing. Average waste collected is 2.5kg per household. Waste collected is being sent to Helmswell Cliffe for processing.

Residents still encouraged to put certain items in composts.

7.0 Finance (18/14)

7.1 Annual accounts approved by all members. Proposed by Cllr Scarfe and seconded by Cllr Moore.

7.2.1 All members agreed to resolve and approve section 1 of the Annual Return. Proposed by Cllr Greenwood and seconded by Cllr Green. Chair duly signed the section which was countersigned by the Responsible Finance Officer.

7.2.2 Checklist in section 2 of the Annual Return completed and signed by the Chairman and Responsible Finance Officer.

7.3 Clerk's salary approved. Any overtime to be documented and presented at future meetings. Payment will then be the month following.

8.0 GDPR Compliance (18/15)

Council members agreed to adopt the following:

Data Map, Data Protection Policy, Subject Access Request Procedure, Data Breach Policy, Record Retention Policy and Privacy Notices. Clerk to adapt for Pointon and present at next Meeting.

Council agreed to pay the relevant fee of £40 to register with the Information Commissioners Office.

Following a recommendation from LALC the Clerk asked Council members to set up a separate email account for Council matters.

9.0 To adopt the Social Media Policy (18/16)

Following instances of inappropriate communications on social media sites the Council agreed to adopt the Social Media Policy. Proposed by Cllr Greenwood and seconded by Cllr Keeley. All members in agreement.

10.0 Factors affecting the Village (18/17)

- Grass Cutting. The Chair will do one cut. Cllr Greenwood has approached three contractors to take on the work. Two are unable to take on any further business. Martyn Wren tendered for £46 per cut. After discussion it was agreed to appoint Martyn Wren for the rest of the year. Proposed by Cllr Moore and seconded by Cllr Green. All in favour.
- Cllr Scarfe still investigating cost of further equipment. Prices to be made available for the next meeting. Annual inspection due.
- Discussion took place re purchasing flower boxes for the village. Cllr agreed to provide a budget of £350 for the purchase of five boxes. Cllr Moore to source. Proposed by Cllr Keeley and seconded by Cllr Scarfe. All in favour.
- Council agreed to provide LED lighting for the Village Hall. A budget of £1400 was agreed. Proposed by Cllr Scarfe and seconded by Cllr Keeley. All in favour. Village Hall to provide invoice.
- Mr A Ramm no longer wishes to be associated with the Neighbourhood Plan. Replacement for Mr Ramm to be discussed at the next meeting.
- All correspondence and documents held by Mr Freeman, relating to the phone box, to be sent to the Council.

11.0 Dedicated Council Member for Millthorpe. (18/18)

Cllr Scarfe offered to take on the role.

12.0 Training for new members

Dates to be sent to new members by the Clerk.

The Chair suggested a subcommittee be set up to deal with HR issues. Cllrs Green, Lambert and Keeley agreed to stand. As this was not on the agenda to be finalised at the next meeting.

13.0 Next meeting Tobe held on the 26 July starting at 7.30