

ESCRICK PARISH COUNCIL

ANNUAL MEETING OF THE COUNCIL

OFFICIAL NOTICE OF ESCRICK ANNUAL MEETING OF THE COUNCIL TO BE HELD AT 7.45PM
IN ESCRICK VILLAGE CLUB ON MONDAY 14TH MAY 2018

Chairman: Cllr R Rowson

Clerk/RFO: Mrs H Guest, 40 Linden Way, Thorpe Willoughby, YO8 9ND

clerk@escrick.org

Meetings are open to the Press and Public except for any item labelled as part 2 under the
Public Bodies (Admission to Meetings) Act 1960, Section 1

Press and public may not speak when the council is in progress; when councillors are discussing council business; when councillors are in the process of decision making.

- Any elector is entitled to attend this meeting and any concerns, questions or suggestions will be taken after the Chairman welcomes those present. The time for this will be limited to 15 minutes.
- Listeners may also speak at the end of the meeting following Minor Items and Items for Next Agenda (for information only).
- Decisions cannot be made at this meeting on items not on the agenda.
- Councillors, clerk, public and press are requested to sign the attendance book.

Councillors are summoned to attend the Meeting of the Parish Council detailed above and to consider and resolve the business to be transacted on the agenda below.

Agenda items

Part 1

18026: Statutory annual meeting business:

- Election of chairman** of the parish council.
 - Councillors to elect a chairman for the year.
 - Chairman to sign acceptance of office; clerk to witness signature.
 - Clerk to countersign chairman's acceptance of office.
- Election of vice-chairman** of the parish council
 - Councillors to elect a vice-chairman for the year.
 - Vice-chairman to sign acceptance of office; clerk to witness signature.
 - Clerk to countersign vice-chairman's acceptance of office.

18027: Welcome: Chair to welcome councillors, clerk and visitors to the meeting.

18028: Council to receive comments on agenda items or other questions/comments from electors present.
(For information only; clerk to make notes of comments; no answers or discussion at this meeting)
Received by Clerk since last meeting: None.

19029: Apologies/Attendance:

- a. Council to receive apologies and any reasons for absence from councillors; to consider and resolve whether or not to accept any reasons given.

- b. All present are requested to sign the Attendance book.

18030: Interests: Chair to remind members to make any declarations of interest in any agenda items.

18031: Minutes:

- a. To resolve whether to accept Minutes of last ordinary meeting held on 9th April 2018.
- b. If approved, Chairman to sign minutes as a true record.

18032: To receive reports, for information only, from:

- a) County Councillor
- b) District Councillor
- c) Police
- d) Village Green Association - Added to agenda for Annual Parish Meeting.
- e) Playing Fields Association - Added to agenda for Annual Parish Meeting.
- f) Other representatives:

18033: Council Policies: To consider policies/procedures which may need revision or to confirm that existing documents remain appropriate.

18034: Committees: To **resolve** necessity of any Committees, Working Groups and Volunteers deemed necessary for the smooth running of the council and to elect members.

Current Committees/Working Groups and members include:

1. Finance and Admin Committee: Currently Cllrs Cunningham, Moran, Luscombe and Rowson.
2. Planning Working Group: Currently Cllrs Coulson, Luscombe, Forster and Rees.
3. Village Green Association: Currently Cllr Luscombe.
4. Playing Fields Association: Currently Cllr Rowson.
5. Neighbourhood Planning Working Group: Currently members of Planning Working Group.
6. Bus Shelter War Memorial representative: No current representative.
7. Defibrillator Checks: Currently Cllr Rowson.
8. A19 issues: Currently Cllr Rowson.
9. Street Lights: Currently Cllr Rowson.
10. Street Cleaning: No current representative.
11. Tree Maintenance: Currently Cllr M Casling.
12. Dolphin Fish Fountain: Currently Cllr Luscombe.
13. Website: currently Cllr Rowson.
14. Beacons of Light: Currently Cllrs Rowson and Luscombe.

18035: Representatives: To **resolve** whether to appoint any representatives to outside bodies.

18036: Planning: To **note** the following:

1. **Applications:** None.
2. **Decisions:**
 - a. 2017/0839/ADV: Non illuminated heritage plaque at St Helens Church, York Road, Escrick. Approved.
3. **Consultations:** None.
4. **Other:**

a. Stillingfleet Mine Application - Planning Committee deferred from 17th April to 15th May. To receive further updates and approve any action.

18037: RFO to report on closing balances, preparation of accounts for audit and recent payments.

a) **Account balances**

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|---|------------|
| 1. Current account balance as at 9th May 2018 | £1,874.12 |
| 2. Savings account balance as at 9th May 2018 | £19,427.62 |
- To note transfer of £3000 into current account.

b) **Payments made since last meeting under Clerk's delegated powers**

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| 1. NPower | £0.81 |
| 2. NPower | £106.24 |
| 3. NPower | £96.54 |
| 4. NPower | £639.61 |
| 5. PWLB (Public Works Loans Board) D/D | £1,467.74 |

c) **Payments to be made**

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| 1. S Snowton (laptop annual maintenance) | £60.00 |
| 2. To note payment of Clerk's salary. | |

d) **Receipts**

- | | |
|---|-----------|
| 1) Receipt of 1 st instalment of Precept | £9,500.00 |
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e) **Audit**

1. To resolve whether to appoint Chris Phillipson as Internal Auditor.

f) **S106 Monies** - To note that CIL monies have been requested, as per previous Minutes.

18038: Resignation of Councillor - To note the resignation of Cllr Morley-Jones. Clerk has requested notice of vacancy from SDC, which will be published on the website.

18039: Councillor Vacancy: Any interested parties to make themselves known for the existing vacancies. Councillors may wish to move their decision-making to the Confidential session.

18040: Neighbourhood Development Plan: To receive any updates and resolve outline plan.

18041: GDPR (General Data Protection Regulations): To note that YLCA have stated that they will offer a Data Protection Officer service. To discuss and resolve privacy notice and data retention policies.

18042: Street Lighting: To receive any updates.

18043: Highways issues:

1. A précis of current issues has been circulated to Councillors. Cllr Rowson to give any updates and to resolve any actions.
2. A19 Business Park entrance safety - further concerns have been raised. To resolve any action.

18044: NYCC Parish Council Archives Consultation - To resolve whether/how to respond to the consultation.

18045: Other correspondence received:

- a. NYCC Mental Health Anti-Stigma Project - grants available to individuals to help reduce the stigma and isolation that is often experienced by people who are mentally unwell.
- b. News items received by email forwarded to Councillors.

c. Various advertisement received.

18046: Letters/Emails Sent or Action Taken Since Last Meeting – nothing additional.

18047: Minor Items

18048: Items for the next agenda

18049: To note dates of meetings for 2017/18 (all meetings are to be held on Monday evenings at 7.30pm at Escrick Club:

2018 - 4th June, 2nd July, 13th August, 3rd September, 1st October, 5th November and 3rd December.

2019 - 7th January, 4th February, 4th March.

Closure of Part 1 meeting.

Part 2

18050: Confidential business: To consider and resolve whether to exclude Public and Press on the grounds that matters for discussion affect individual staff members/ procedures/ legal/ finance issues.

18051: Update on Escrick Heritage - to resolve any action.

Closure of meeting.

Signed Helen Guest

Clerk/RFO, Escrick Parish Council

Date : 9th May 2018