

**MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL OF  
BARMSTON & FRAISTHORPE held in THE VILLAGE HALL, BARMSTON  
on Wednesday 9<sup>th</sup> May 2018 at 7.30pm**

**Present:** Councillors: J Swift, K Manuel, G Riby and L Wiles

**In Attendance:** Ward Councillor P Lisseter and R Swift, Clerk

**1. Apologies:** Councillor M Marshall and Ward Councillors J Evison & J Owen

**2. Election of Chairman and Vice Chairman for the 2018/19 year**

Mr Keith Manuel having signified his willingness to stand for the office of Chairman and Mr John Swift as Vice Chairman were duly elected unanimously. The clerk reported that the legal process for filling the vacancy on the council has been commenced.

Councillor Riby recorded the parish council's thanks to Councillor Swift for the sterling work he has done during the past 40 years as a councillor. Councillor Swift said that he has enjoyed doing it.

**Councillor Manuel duly took the Chair for the rest of the meeting.**

**3. Declaration of Pecuniary and Non-Pecuniary Interests in relation to this Agenda in accordance with the Localism Act 2011.** There were none

**4. Minutes of the Meetings held on the 18<sup>th</sup> and 30<sup>th</sup> April 2018** were approved and signed

**5. Matters Arising**

**5.1 Notice Board Fraisthorpe** Councillor Riby reported that with Councillor Swift's help, the graphic has now been affixed to the sign. The Chairman thanked Mr Riby and it was agreed that it looked very good.

**5.2 Telephone Box and Defibrillator Barmston** Nothing heard from British Telecom. Councillor Swift reported that the lease of the Black Bull is likely to change hands in the near future and that Punch Taverns suggest that the new operator should be asked about putting the defibrillator on the wall once he takes over. The current licensee will discuss this with the new licensee when he takes over and ask him to get in touch with us to let us know if he agrees to have it sited on the pub's wall. Councillor Swift will continue to follow this up.

**5.3 Post Office** Councillor Swift reported that the service is continuing to operate weekly. Radio Humberside attended today to record some interviews for the Andy Comfort show.

**5.4 The Pond** The clerk reported that no volunteers have come forward to join the pond committee. The working party to tidy up the pond area is planned for tomorrow at 2pm.

**6. Planning**

**6.1 Change of use of redundant shower/stable block into holiday chalet at Southview Camping and Caravan Site, 70-72 Sands Lane, Barmston, YO25 8PG** Permission has been granted.

**6.2 Alterations & extension incl. erection of 1<sup>st</sup> floor extension, Juliet balcony, porch, single storey extension to rear and construction of pitched roof to replace flat roof to rear, 17A Hollycroft, Barmston** Nothing to report

**6.3 Erection of single storey extension to front, 6 Bloomfield Way, Barmston** Nothing to report.

**6.4 Erection of a detached garage following demolition of existing at 34 Hollycroft, Barmston** After discussion, it was agreed unanimously to recommend approval of this application.

**6.5 Any New Applications Submitted Prior to Meeting and General Matters** There were none.

**7. ERNLLCA**

Nothing to report other than the clerk's appreciation of all the help and guidance they have been giving her with compliance, GDPR and accountancy matters during the last few weeks.

**8. Neighbourhood Watch, General Police Matters**

In Councillor Austerfield's absence, no report is available. The clerk reminded councillors that she needed to know whether they still wished to receive the local police monthly update now that it is in a different format. It was agreed that councillors do not wish to continue to receive it. The clerk also reported that she has joined the Action Fraud initiative and will report any relevant warnings

or reports that she receives to all councillors. The Anti Social Behaviour Statistics for the quarter to 31<sup>st</sup> March 2018 have been received and show no items in our parish.

### **9. Pot Holes, Sands Lane**

The Chairman and Councillor Swift had reported a number of the pot holes and Councillor Swift said that all but one of those he had reported had now been filled. Some discussion took place as to the cumbersome way ERYC are handling this issue and it was felt that too many people are involved in it.

### **10. General Data Protection Regulations**

The clerk reported that she has completed the NALC Tool Kit and feels that should we be inspected after implementation of the new regulations on the 25<sup>th</sup> May, we will be able to demonstrate that we have done enough to avoid any penalties. She issued Consent Forms to be completed and returned to her before the 25<sup>th</sup> May together with a copy of the council's Privacy Notice for Councillors, etc. to each councillor present. Councillor Swift asked about the requirement for all council contacts via email to be carried out via a dedicated email address just for council business. The clerk reported that she has contacted our web site designers re this and is waiting to hear back from them as to the cost and set up requirements for dedicated email addresses for all councillors.

### **11. Northern Power Contract**

The clerk read out the letter sent to Northern Power concerning the contract they wish us to sign. We have not yet received a reply so this is carried forward to next month.

### **12. Review of Local Government Ethical Standards**

The clerk asked councillors for their comments on this document which had been distributed to them. She went through the document conveying her comments for discussion. It was agreed that the clerk should reply on behalf of the council.

### **13. East Wolds & Coastal Cluster Meeting**

The Chairman will check his diary but hopes to attend this with the clerk. Councillor Swift will attend if the Chairman is unavailable.

### **14. Procedural Action Plan for the Year Ended 31<sup>st</sup> March 2019**

The clerk distributed a copy of the Action Plan to all Councillors. She went through it item by item after which the plan was duly agreed. Item 4 refers to regular inspection of the council's land on Hollycroft and Councillor Swift agreed to undertake this task; the clerk handed him the log which needs to be filled in recording each inspection. Item 11 refers to the Annual Return which the clerk produced to the council for their approval. She went through the report page by page and it was agreed unanimously that the report be accepted and the Chairman and clerk duly signed the relevant pages. The clerk was instructed to publish the report in accordance with statutory requirements.

### **15. Financial Position and Cheques.**

The clerk reported that the bank balances at the 30<sup>th</sup> April 2018 totalled £8,897.56. It was agreed that Councillor Riby will now check the monthly bank reconciliations against the cash book and sign them off if he is happy with them. He duly checked them and signed them as agreed. The following payment was agreed and the payment schedule authorised by the Chairman. The cheque was drawn and signed:

Office Depot (UK) Ltd	Filing Cabinet and general stationery for	
	Production of Village Voice and general admin	£402.68

The clerk reported that since the preparation of the financial reports for the meeting, she has received notification that the VAT refund of £166.97 for the financial year ended 31<sup>st</sup> March 2018 has been paid to us.

**16. Bus Shelter**

The Chairman reported on his investigations into this. The cheapest shelter starts at around £1900 and there would be installation costs on top of this. After much discussion, it was agreed that Councillor Riby will make enquiries as to how Beeford parish council funded their shelters and report back to next month’s meeting.

**17. Slow Down Signage at Bend of A165**

Councillor Swift reported that he had contacted his contact at ERYC and she had promised to pass his enquiry on to the relevant member of staff to deal with it. After about two weeks, he had heard nothing and phoned ERYC again to be told that his initial contact is now on holiday until the 14<sup>th</sup> May. He asked for details of who his initial enquiry had been passed to but was told that if he wanted to know this he must email in his request – they would not tell him over the telephone. After this lack of help, he decided he would wait now until the 14<sup>th</sup> May and try to speak with his initial contact again.

**18. Correspondence that the Chairman Deems is of an Urgent Nature**

There was none.

**19. Any Other Business that the Chairman Deems is of an Urgent Nature**

There was none

**20. Date and Time of Next Meeting**

**THE NEXT MEETING OF THE PARISH COUNCIL WILL BE ON WEDNESDAY, 13<sup>th</sup> JUNE 2018 at 7.30pm in the Village Hall**

Signed.....on.....

Keith Manuel – Chairman