

**MINUTES OF A MEETING OF THE PARISH COUNCIL OF BARMSTON &  
FRAISTHORPE held in THE VILLAGE HALL, BARMSTON  
on Wednesday 12<sup>th</sup> September 2018 at 7.30pm**

**Present:** Councillors: K Manuel (Chairman), S Austerfield, I Lawson, M Marshall, J Swift and L Wiles

**In Attendance:** Ward Councillor J Evison and R Swift, clerk

**67. Apologies** for absence were submitted on behalf of Ward Councillors J Owen and P Lisseter

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

The Chairman then welcomed Councillor Lawson to his first meeting

**69. Minutes of the Meeting held on 8<sup>th</sup> August 2018** were approved and signed.

**70. Matters Arising**

- 70.1** Telephone Box and Defibrillator Barmston – Councillor Swift reported that nothing had been heard yet again from BT re the telephone box. Yorkshire Ambulance have now delivered the new box which Councillor Swift is keeping in a safe place pending final agreement to install it on the outside wall of the Black Bull. The responsibility for installing the box will be the parish council's and it will be up to us to find an electrician to carry out this work. The Chairman will look into finding an electrician. The defibrillator has been repaired and re-installed into the old box by the telephone kiosk but is not connected to the heating unit so will need to be removed before the end of November if the temperature drops below 3C. Responsibility for the second defibrillator in the village at the holiday park has now been transferred to them and the new box for that one was delivered by Yorkshire Ambulance direct to the site. The access code for the boxes is given to a caller when they dial 999, the Chairman will liaise with Councillor Swift to give this code to a selected few so that in the case of phones being out of order, the box can still be accessed in an emergency. A list of code holders is to be given to the clerk to keep on the parish council's file.
- 70.2** Parish Council Notice Board, Barmston The Chairman has repaired the board with backing material supplied by All Saints' Church. Thanks were expressed to the Chairman for carrying out this repair.
- 70.3** Lissett Community Wind Farm Fund The clerk reported that the Community Wind Farm Small Grant Fund was advertised in the September edition of the Village Voice with a deadline for applications of the 30<sup>th</sup> September 2018
- 70.4** Complaint re Electric Fence at Side of Footpath No further complaints have been received.
- 70.5** Road down to Fraisthorpe Cliff Top at Auburn Farm The clerk has received details of the ERYC staff this has been passed to for action and she will follow up with them to obtain a response

**71. Planning Applications**

- 71.1** Installation of a permanent 20m lattice communication mast at Fraisthorpe Wind Farm Substation, Fraisthorpe Nothing to report
- 71.2** Continued use of disused hot tub room as annexe to existing dwelling and retention of porch area at Southview Bungalow, 70-72 Sands Lane, Barmston. Application granted.
- 71.3** Temporary 80m high meteorological monitoring mast The clerk reported that ERYC's enforcement officer had responded immediately and the mast was duly removed within a few days of the expiry of the temporary permission.
- 57.6** Any New Applications Submitted Prior to Meeting and General Matters There were none

**72. ERNLLCA**

The clerk was asked to book a place for the Chairman to attend this year's Annual Conference. The Privacy Notice in the name of the Chairman was duly completed and the clerk requested to return it to ERNLLCA.

**73. Neighbourhood Watch and General Police Matters**

Councillor Austerfield reported that this month has been fairly quiet. A couple of scrap metal traders had driven around Barmston shouting for scrap. The white van had again been seen and a resident had taken the registration number and reported it to the police. Councillor Lawson reported an untaxed vehicle obstructing the free movement of traffic on Hollycroft. He said that a resident had already reported it to the

police so no further action needed by the Parish Council. A couple of complaints have been received about dogs running out onto Sands Lane and defecating without the owners picking up. Councillor Austerfield has tried to speak with the resident. She will continue to endeavour to talk to them. The Chairman said that he will speak with another resident who is also allowing his dogs to run free and not picking up after them. There has been an increase in dog fouling during the summer season and the Chairman will talk to the Manager of the camp site to ask him to put a leaflet in all the caravans about this. Councillor Austerfield will let the Chairman know when the Manager is available. Councillor Lawson reported that there is an untaxed vehicle parked in Hollycroft which is causing an obstruction. He reported that a resident has already reported this to the police.

#### **74. Clerk Appointment**

The clerk reported that, with the help of our auditor, she has located a replacement clerk for when she retires at the end of March 2019. The Chairman, Councillor Swift and the clerk have met with the applicant and the terms and conditions of her appointment were explained to the meeting. The clerk distributed a schedule showing our current financial position with forecasted figures for the next five years. Councillor Austerfield proposed and Councillor Marshall seconded that the appointment be made with the terms and conditions as discussed, The motion was passed unanimously and the clerk instructed to send the contract of employment and accompanying documentation to the new clerk to take effect from 1<sup>st</sup> April 2019. It was agreed that the new clerk be invited to attend the October 2018 meeting and that her expenses be paid for this visit. It was further agreed that the current clerk complete the accounts for the year ended 31st March 2019 with the new clerk taking over the day to day administration role from the 1<sup>st</sup> April 2019.

#### **75. Procedural Action Plan for the Year Ended 31<sup>st</sup> March 2019 – Risk Assessment & Emergency Plan**

The clerk passed a copy of the revised Risk Assessment dated the 12<sup>th</sup> September 2018. After reviewing the document, Councillor Lawson proposed and Councillor Swift seconded the proposal to adopt the Risk Assessment dated 12<sup>th</sup> September 2018. The motion was passed unanimously.

The clerk reported that the current emergency plan was now out of date. She asked whether The Chairman and Councillor Swift agreed to remain as emergency contacts. They both agreed. Councillor Lawson volunteered to fill the vacancy for a third contact. The clerk reported that she will submit the updated plan to ERYC with the request that they confirm some of the emergency contact telephone numbers before our next meeting to enable copies to then be issued to all councillors.

The clerk asked whether any councillors had any amendments to make to their Declarations of Interests as she will be posting them on the Parish Council web site. There were none.

#### **76. Health & Safety Policy**

The clerk asked whether any councillors had any comments to make about the Health & Safety Policy dated 12<sup>th</sup> September 2018 that she had distributed to all councillors with the agenda for this meeting. There were none and so Councillor Marshall proposed and Councillor Lawson seconded the proposal to accept the Health & Safety Policy dated 12<sup>th</sup> September 2018. The motion was passed unanimously.

#### **77, The Pond**

Councillor Swift reported that a public meeting called to support Barmston Pond Preservation Society resulted in only two residents and one supporter attending. Councillor Swift resigned as Chairman and Rosemary Swift as Treasurer/Secretary. No volunteers were able to take on these roles, so it was proposed, seconded and carried unanimously that the Society be disbanded and responsibility for the pond handed back to the Parish Council. It was further agreed unanimously that the funds currently held in the Society's bank account of £345.21 be transferred to the Parish Council's bank account to be held in a designated fund for the upkeep of the pond only. Councillor Austerfield proposed and Councillor Marshall seconded the motion for the Parish Council to accept the responsibility for the pond and maintain a designated fund for its upkeep. The motion was passed unanimously. The clerk confirmed that the funds were now in the Parish Council's bank account.

#### **78. Number not used**

#### **79. A165 Bend**

Ward Councillor Evison reported on the actions we have all been taking to try to obtain some better warning signs on this bend after another vehicle had crashed off the road and ended up damaging the property known as Amici, Italian Restaurant. The clerk was asked to contact ERYC, copying in our Ward Councillors in an effort to obtain some action.

#### **80. Weeds Around Seat on Sands Lane**

Following on from Councillor Wiles concerns he expressed about the nettles around this seat, the Chairman reported that staff from the Caravan Resort at the cliff top had kindly cleared the area.

**81. Wild Flower Seeds**

Councillor Lawson reported that he had been in contact with the organiser of this scheme and she has offered to supply and plant seeds along the path leading up to All Saints' Church. They will be in staggered rows giving a display of flowers throughout the Spring/Summer/Autumn season.

**82. Humber & Wold Rural Action**

It was agreed unanimously that we do not join this association

**83. Financial Update and cheques**

The clerk reported that, subject to satisfactory authorisation policies and procedures, it is now possible to make payments directly from our bank account. To enable this to happen, HSBC authorisation forms need to be signed. It was agreed unanimously that these forms be signed by the existing bank signatories. The clerk reported that the balance at the bank at the end of August was £9887.94 (including Wind Farm Small Grant Fund of £2900.00). Councillor Lawson agreed to take on the responsibility for checking the cash book and bank reconciliations each month. He duly signed off the documents at the end of August as being correct. The following payments were approved and cheques duly drawn and signed after the Chairman had signed the list of payments as agreed:

|                     |                                       |         |
|---------------------|---------------------------------------|---------|
| Office Depot UK Ltd | Stationery & Ink Cartridges           | £136.48 |
| ERNLLCA             | 3 copies "Good Councillor Guide 2018" | £ 13.47 |
| Rosemary Swift      | Email domain & postage                | £ 16.83 |

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

**84.1** Hornsea Project Four Offshore Windfarm the clerk has started to receive documentation re this and it will be put on the agenda for next month's meeting

**84.2** ERYC Fund to Support WW1 Centenary Commemoration The clerk passed on this information to Councillor Wiles for the Village Hall to look into.

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

There was none.

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

**THE NEXT MEETING OF THE PARISH COUNCIL WILL BE ON WEDNESDAY, 11<sup>th</sup> OCTOBER 2018 at 7.30pm in the Village Hall.**

**NOTE**

**There will be a combined November/December meeting which will take place on Wednesday, 5<sup>th</sup> December 2018 at 7.30pm in the Village Hall**

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

Keith Manuel – Chairman