

Minutes of ordinary meeting held 16th March 2020 at 7pm Village Hall Reighton.

Present: Councillor Riley (Chairman) Councillors Jack & Rogerson & Councillor Mrs Paddock. One member of the public; PCSO Laura Almond North Yorkshire Police & clerk Helen Carter.

1. **Notice of meeting it was: - RESOLVED: That Public Notice of the meeting had been given in accordance with Schedule 12 para 10(2)(b) of the Local Government Act 1972.** 10/20
2. **Apologies** – had been received from Councillors Foster. Lawry & Mrs Hamilton-Smith & NYCC Councillor Mrs Swiers. It was **RESOLVED the apologies be accepted.** 11/20
3. **Declarations of Interest** the Chairman reminded members of the need to consider whether they needed to declare a disclosable pecuniary interest (DPI) or personal interest, as detailed in Appendix A and Appendix B of the Council’s Code of Conduct & to note dispensations given to any member of the Council in respect of agenda items below. **None made.**
4. **Police** the reports for February & March had been circulated prior to the meeting. The reports were discussed with Laura. There was further discussion about speeding, time allowing she will speak to Dave & Jason about possibly utilising police vans to monitor traffic to judge if a 95 Alive scheme request would be worthwhile. Laura was thanked for attending & she left the meeting.
5. **Public Participation** - the resident advised the members that she & a few other residents were prepared to help village residents, aged or otherwise, who may need support during the current health crisis. An email had also been received expressing support from another resident. All members present added their support & a list is to be drawn up of the contact details & a flyer prepared for distribution in the parish. The resident was thanked for attending & left the meeting.
6. **County & Ward Councillor reports** Borough Councillor Riley reported Council Tax had been increased; there had been a good response to the Build a Better Borough consultation; he has raised questions about the lack of Rural Bus Services particularly noting that in the new summer timetable, the later buses all go through the holiday parks and not via Hunmanby, so effectively the winter timetable now operates all year round for our main local village. He has also raised the matter of the building of more & more houses on Greenfield sites when many more could be built in town centre locations if the recommendations of the recently published Building Better, Building Beautiful Commission were followed.
7. **Minutes** to receive, approve & sign the minutes of the ordinary meetings held 28th January 2020. It was **RESOLVED that the minutes of the meeting be approved & were signed.** 12/20
8. **Planning details of the following applications had been received & were discussed: -**
 - **20/00334/FLA** - variation of condition 4 on decision 15/00362/FL to allow use of composite UPVC doors – land adjacent to Littlecroft, St Helens Lane, Reighton. No objection.
It was **RESOLVED to confirm the response made.** 13/20
9. **Speeton Village Association defibrillator** – Councillor Rogerson reported they have accepted a quote from an electrician so the defibrillator should be up & running soon. They have sufficient funds.

10. Village Risk Assessments – Councillors Riley & Rogerson had undertaken the risk assessments of the various assets: - 21

- **Reighton seats** – all ok except that in the bus shelter at Watsons Lane end – Councillor Mrs Paddock to fill the graffiti & paint this summer.
 - **Speeton seats** – all good except the bench on cliff top Dutch Vet two sider – loose boulder on arm rest – Councillors Rogerson & Jack will make it safe.
 - **Reighton phone box** – some crumbling paint – to be monitored & painted in 2021.
 - **Railings Speeton pond** & bus shelter – need painting – Councillor Rogerson to purchase paint & get done this summer.
 - **Watsons steps** – some infill needed. Gravel purchased already Councillor Rogerson to infill.
- It was **RESOLVED materials could be purchased as necessary.** **14/20**

11. Village issues the following were discussed & decided on: -

- a) **Dog bins & the holiday** - Councillors Foster not in attendance.
- b) **Map of houses for noticeboard** – Councillor Mrs Hamilton-Smith not in attendance.
- c) **Grass on roundabouts** – Councillor Riley is still trying to meet David Allison to discuss the issue. The Civic Society raised the proliferation of unregulated advertising signs throughout the borough in a formal question at the last Planning Committee meeting and arrangements have been made for representatives from NYCC to come to a future committee meeting to respond to these concerns. It has also been raised as part of the Building a Better Borough consultation as a matter which SBC and NYCC should be seeking a resolution by working in concert.
- d) **Shuttered steps Speeton Sands** –Councillor Rogerson reported the gravel has not yet been put down, it has been too wet.
- e) **Gravel for Pond Road to St Leonards Church, Speeton** – there was discussion about the need for the area to be improved for walkers & vehicles & for the betterment of the village. Cllr Rogerson to price ten ton of gravel & advise the clerk. It was **RESOLVED ten ton of gravel can be purchased. 15/20**
- f) **Footpaths on cliff top & down to beaches-** correspondence from a resident & a day tripper were discussed along with input from councillors who know the area. Improvement & safety of some paths is needed. The clerk & the chairman will look at the PROW maps on the NYCC website & report as needed. The clerk to ask if the PROW man could visit our area to meet with councillors to discuss our concerns.
- g) **Village Maintenance** – Councillor Mrs Paddock reported on the following: -
 - **Blocked drain on Church Hill** – had been cleaned out; that on St Helens Lane could possibly have been done to be checked.
 - **Watsons Lane- Stubber Hill verge & open drain** – there had been an incident last week when an oversize vehicle had gone down the lane & had to turn around, cutting up the verge & pushing boulders into the open drain. The clerk had visited the area with Councillor Paddock & reported the matter to NYCC. They had responded immediately & the site is to be repaired & new warning posts sited. It was agreed to thank Paul Birkett for the speedy response.
 - **Haven golf course fence** – she has spoken to Haven & asked for the fence to be repaired.
 - **Marker post on PROW** – the post has rotted, now tied to field gate & needs replacing. The clerk to report.
 - **Yorkshire Water leak** – she has spoken to workers who are trying to trace a leak. She has spoken to them about all the water running down St Helens Lane.
 - **Bus timetable** – the timetable for the Watsons Lane bus shelter has not been replaced. The clerk to contact the bus company.

12. Finance the following matters were discussed: -

- a) **Bank Reconciliations for period to 31st January & 28th February 2020**– figures had been circulated prior to the meeting.

Receipts & payments & bank statements were checked to the bank reconciliation.

- **31/1/2020** Balances held £10,590.82; payments £10,397.96; receipts £10,290.52.
- **28/2/2020** Balances held £10,590.82; payments £10,397.96; receipts £10,290.52.

It was **RESOLVED the bank reconciliations be approved & accepted by the council.** **16/20**

- b) **Asset Register** – details of the register had been circulated prior to the meeting along with insurance values. It was **RESOLVED for year-end 31st March 2020 total assets are £4,029.** **17/20**

- c) **Internal Control Procedures** a document covering financial & governance procedures had been circulated prior to the meeting. It was **RESOLVED to approve & confirm the procedures.** **18/20**

- d) **Risk register** - the Risk Register had been circulated prior to the meeting. It was **RESOLVED to approve & accept the register as detailed.** **19/20**

- e) **Insurance renewal** – a report had been circulated prior to the meeting with details of quotes from three companies. After discussion it was **RESOLVED to renew our insurance through Came & Co brokers with Axa insurers at a premium of £330 for a three-year long-term agreement.** **20/20**

- f) **Yorkshire Local Councils Association membership renewal** – the premium for 2020/2021 is £134. It was agreed renewal could be made.

- g) **Schedule of payments** a schedule of payments for March had been circulated prior to the meeting. It was **RESOLVED payments totalling £424.59 could be paid.** **21/20**

It was agreed the Yorkshire Local Councils Association renewal & the insurance premium could be paid on or after 1st April 2020.

It was also agreed that the clerk could calculate her salary for April & be paid this following authorisation by the chairman.

13. Reports from chairman/councillor-

the chairman mentioned the Yorkshire Local Councils Association meeting when the speaker had been David Walker. Councillor Mrs Paddock advised the Filey CAP meeting is due to be held on 18th March.

There was discussion about the impact the Coronavirus may/will have on business continuity & the possibility that meetings may not be able to be held. The clerk advised Yorkshire Local Councils Association are keeping members up to date with regular advice emails. Functions of the council can be delegated to the clerk/RFO to ensure that the Council can keep ticking over even if meetings cannot be held. It was **RESOLVED to empower the clerk/RFO to do anything expedient & necessary to ensure the continuous business of the council & to deal with mandatory undertakings in order to prevent the authority from incurring liability for the foreseeable future.** **22/20**

The clerk/RFO will consult with the chairman in the decision making but it is the clerk/RFO that is the decision maker.

14. Time & date of the next meeting

- it was agreed to as Tuesday 25th May 2020 at 6.45pm. This will start with the Annual Parish meeting, followed by the Annual meeting of the council, then an ordinary meeting of the council.

Signed *Paul Riley*

Date 28th July 2020