

NEWBALD PARISH COUNCIL

MINUTES OF THE MEETING OF NEWBALD PARISH COUNCIL HELD AT THE CHURCH ROOMS* ON 4 JULY 2016 AT 7.30PM

*Note this was a change to the advertised venue as that was not available

Present: G. Steward (Chairman), B. O’Sullivan (Vice Chairman), J. Barrett, J. Howard, E. Huntington, G. Lewis, E. Openshaw, P. Weatherstone

In attendance: Suzanne Smith (Clerk to the Council), County Cllr. Phyllis Pollard, Clive Bolton

1	PUBLIC FORUM	
1.1	Clive Bolton came because he had an interest in item 11 – the grass outside his house has been really badly and inconsistently cut. He said he had already reported it.	
1.2	<i>County Cllr. Phyllis Pollard arrived at the meeting.</i>	
1.2.1	Cllr. Huntington mentioned that the visibility at the junction of South Newbald Road and the A1034 was poor because the grass had not been cut for a while.	
1.2.2	The Clerk said that the resident at Top Holme Farm was still unhappy and concerned about health & safety since the steps outside his property had been removed. Members agreed that she should write to ERYC again, copying in Cllr. Pollard and expressing NPC’s concern that it is an ongoing health & safety hazard.	Clerk
1.2.3	Members said that they were concerned that the beck may overflow at the point of the collapsed bridge on Eastgate and reiterated the need for the deadlock over whose maintenance responsibility it is to be sorted out so that remedial work can be carried out. It was agreed that the Clerk would write to ERYC again expressing concern about highway safety and the impact on neighbouring residents, should the beck flood at that point. Cllr. Pollard would help with this matter if need be.	Clerk
1.2.4	Cllr. Lewis mentioned the hole that is in the road at the bottom of Trundlegate, which the Clerk had already reported. Cllr. Pollard said she would chase this up.	Cllr. Pollard
1.2.5	Members asked Cllr. Pollard for help with the fly tipping that had still not been cleared up at the bottom of the Wolds Way near where it joins Stoneknowle Hill. Cllr. Pollard said that she would look into this.	Cllr. Pollard
	<i>Cllr. Pollard left the meeting.</i>	
2	APOLOGIES FOR ABSENCE Cllr. B. Clarke – on holiday Cllr. M. Joshi – appointment Cllr. B. Smith – working	
3	DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE CODE OF CONDUCT	
3.1	Declarations of Interest	

3	<p>Cllr. Openshaw – item 8 – non pecuniary Cllr. Howard – item 8 – non pecuniary Cllr. Lewis – item 8 – non pecuniary</p> <p>Dispensations – None</p>																						
4	<p>APPROVAL OF MINUTES</p> <p><i>Resolved:</i> that the minutes of the meeting held on 6 June 2016 are signed as a correct record.</p>																						
5	<p>FINANCE</p> <p>5.1 Financial Report for First Quarter of 2016-17</p> <p>The Clerk tabled a financial report for the first quarter of the 216-17 financial. See Appendix 1.</p> <p><i>Resolved:</i> that the financial report is noted.</p> <p>5.2 Insurance Asset Cover</p> <p><i>Resolved:</i> that NPC does not wish to pay an extra premium to insure the street lights and the building in the cemetery against theft or damage.</p> <p>5.3 Asset Register</p> <p>The Clerk tabled a more detailed asset register for Council to consider.</p> <p><i>Resolved:</i> that the new asset register is approved. See Appendix 2.</p> <p>5.4 Approval of Payments</p> <p><i>Resolved:</i> In accordance with financial regulations, the following payments are noted and/or approved. Clerk to arrange payment where appropriate.</p> <table data-bbox="300 1480 1267 1720"> <tr> <td>Int. Payment</td> <td>Nick Reed – various maintenance work</td> <td>£360.00</td> </tr> <tr> <td>Int. Payment</td> <td>Clerk Salary</td> <td>£1075.97</td> </tr> <tr> <td>Int. Payment</td> <td>HMRC Tax & NI</td> <td>£214.68</td> </tr> <tr> <td>Int. Payment</td> <td>East Riding Pension Fund</td> <td>£424.15</td> </tr> <tr> <td>Int. payment</td> <td>Clerk Expenses</td> <td>£70.66</td> </tr> <tr> <td>Int. Payment</td> <td>Countrywide Grounds Maintenance – grass cutting</td> <td>£740.76</td> </tr> <tr> <td>Int. Payment</td> <td>Countrywide Grounds Maintenance – tree work</td> <td>£468.00</td> </tr> </table>	Int. Payment	Nick Reed – various maintenance work	£360.00	Int. Payment	Clerk Salary	£1075.97	Int. Payment	HMRC Tax & NI	£214.68	Int. Payment	East Riding Pension Fund	£424.15	Int. payment	Clerk Expenses	£70.66	Int. Payment	Countrywide Grounds Maintenance – grass cutting	£740.76	Int. Payment	Countrywide Grounds Maintenance – tree work	£468.00	Clerk
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6	<p>PLANNING</p> <p>6.1 Notices of Decision</p> <p>6.1.1 16/01783/TCA – Tree of Heaven; crown clean, Row of Beech trees, crown lift to 4m above ground and crown clean, Beech: prune to give 2m clearance from neighbours garage – Sunnyside House, Galegate – No objections raised.</p>																						

6.2	<p>Planning Applications</p> <p>None received.</p>	
7	<p>APRIL 2016 SAFETY REPORTS – QUOTES FOR WORK</p> <p>7.1 Quote for Recommended Work</p> <p>The Clerk said that he had received a quote for £600 to remove the chicken wire in the cemetery as it was deeply buried and would require a mini digger to extract it.</p> <p>Resolved: that this work is not carried out yet but considered again later in the financial year.</p> <p>7.2 Access to New House Across The Green</p> <p>The Chairman said that he had spoken to the owner of the New House about improving the access across The Green, so that it is less of a trip hazard. The owner was open to the idea of making some changes and it was agreed that the Chairman would suggest to him that he put some hard core down and some soil on top to make it more level.</p>	
8	<p>VILLAGE HALL</p> <p>8.1 Village Hall Open Day</p> <p>Cllr. Openshaw reported that the open day held by the Village Hall Management Committee on 18th July was a success. 40 members of the public had completed suggestion slips.</p> <p>Activities that had been suggested included a book club, table tennis, sewing, art club, plays, live music and ball room dancing.</p> <p>Visitors appreciated the ambience of the Hall, now that it has been done up, though predictably people felt that the toilets and the kitchen (to a lesser extent) needed upgrading.</p> <p>Cllr Openshaw presented NVHMC’s new draft plans for the Hall, which included disabled toilets, a new meeting room and space for the Post Office service. No cost estimates were available yet.</p> <p>Members were encouraged by the progress being made; the fact that the proposed extension incorporated many of the facilities previously discussed and that there was a lot of interest from members of the public in holding various clubs there.</p> <p>8.2 Support For The Village Hall Management Committee</p> <p>Members did not feel that any more could be done until further information was obtained about the proposed extension.</p>	
9	<p>FORMER CHARITY FUNDS</p> <p>9.1 Cash For Kids Joint Communication</p>	

9.2	<p>Resolved: that NPC does not wish to do any joint communications with Cash For Kids, nor does it want them to do any communications promoting the existence of the fund.</p> <p>Other Potential Beneficiaries</p> <p>Members discussed the possibility of the money being used for something at the Church Rooms that would benefit all children. Cllr. O’Sullivan said that she would talk to Sally Askem about this.</p> <p>Cllr. Huntington said that she would speak to the Vicar to see if he was aware of needy families in the village.</p>	<p>Clerk</p> <p>Cllr. O’Sullivan</p> <p>Cllr. Huntington</p>
10	<p>CEMETERY</p> <p>Members considered a photo of a plastic surround that had been placed around one of the graves in the cemetery. They all agreed it was not in keeping with the appearance of the cemetery.</p> <p>Resolved: that NPC writes to the owners of the grave in a sympathetic way and asks them to remove it.</p>	<p>Clerk</p>
11	<p>GRASS CUTTING</p> <p>Members discussed various issues that had arisen in relation to the grass cutting at the church, cemetery and playing field. The grass had been allowed to grow too long and the mulching machines had not worked effectively. The wet conditions had not helped because the grass had grown exceptionally quickly.</p> <p>While the situation had improved and the playing field had benefited from an extra cut, it was agreed that in future the Council should probably pay more to have the grass cuttings removed from site.</p>	
12	<p>GRANT APPLICATION FOR HEDGE ALONG TRUNDLEGATE</p> <p>The Clerk asked Members for their opinions on a funding application she was going to submit to the Sancton Hill Wind Farm Tree Planting Fund on NPC’s behalf.</p> <p>Resolved:</p> <ul style="list-style-type: none"> i. that, subject to the agreement of the landowner, NPC would prefer a line of four trees to be planted alongside Trundlegate to help mark the border between the field and the highway verge. ii. That NPC is willing to provide 25% match funding. (Members anticipated that the project would cost about £400, so NPC would be providing £100). 	<p>Clerk</p>
13	<p>GARDEN OF REMEMBRANCE</p> <p>The Clerk said that she had not yet received the quote and, as time was short, no discussions were held about other possibilities.</p>	
14	<p>ALLOTMENTS</p> <p>Members discussed the agricultural allotment plots. As one of the allotment holders</p>	

	<p>was dead, one did not pay on time and all but one of the holders did not farm their own land, it was</p> <p>Resolved: that NPC writes to the allotment holders and informs them that they are in breach of relevant conditions in their contracts (clauses (d), (k) and (a) as appropriate), gives them notice and informs them that the plots will now be advertised. The successful applicant that takes over the plots will be someone who is prepared to farm the plots themselves. Subletting will not be allowed.</p>	Clerk
15	<p>ROLL OUT OF SUPERFAST BROADBAND</p> <p>The Clerk said that she had not yet had an update on the situation from KC, though she had asked for one.</p>	
16	<p>SOBER HILL WIND FARM FUND</p> <p>16.1 Invite to Newbald Church Rooms</p> <p>The Clerk said that the Church Rooms Committee would like to invite Members of NPC to attend one of its youth clubs or Candlelit Suppers (if the timing worked) in the hope that NPC may reconsider its decision not to grant money for salaries if it sees the importance of the work that it is carrying out.</p> <p>Resolved: that Cllr. O’Sullivan attends one of the events.</p> <p>16.2 Administration Fee</p> <p>Time being short, this item was deferred</p> <p>16.3 Grant Payment</p> <p>Time being short, this item was deferred.</p> <p>16.4 Match Funding</p> <p>Time being short, this item was deferred.</p>	Cllr. O’Sulli van
17	<p>EVENTS THAT TAKE PLACE ON THE GREEN</p> <p>Time being short, this item was deferred.</p>	
18	<p>WIND FARM COMMUNITY BENEFIT FUND INFORMATION SHARING MEETING</p> <p>The Chairman outlined the meeting that he and the Clerk had attended and put a book into circulation on waterways that he had received whilst there.</p>	
19	<p>THE MIRES MAINTENANCE WORK</p> <p>19.1 Himalayan Balsam</p> <p>The Clerk informed the meeting that a contractor had done some spraying of the</p>	

19.2	<p>Himalayan Balsam on The Mires. This would be something that would need to be repeated regularly to keep on top of it.</p> <p>Yorkshire Wildlife Trust</p> <p>Resolved: that, as before, NPC employs Yorkshire Wildlife Trust to carry out clearance work on The Mires in the Autumn.</p>	Clerk
20	<p>ERYC COUNCILLORS</p> <p>See Minute 1.2</p>	
21	<p>INFORMATION EXCHANGE</p> <p>Cllr. Huntington said that she had in the last week twice been to the use the Post Office Service in the village, only to find that it was not there. Other Members agreed that the service had been very unreliable of late and often there was no notice to indicate the closure.</p> <p>The Clerk said that she would complain to the Post Office about the situation and see if it could be remedied.</p>	
22	<p>CORRESPONDENCE</p> <ol style="list-style-type: none"> 1) Neighbourhood Planning ‘Lessons Learnt’ Event – Invitation to attend on Wednesday 20 July 2016 at County Hall, Cross Street, Beverley. 2) Fly The Flag for The Commonwealth – an invitation from the National Association of Local Councils to get involved in marking Commonwealth Day 2017 by raising a flag on the morning of Monday 13th March – email received 20 June 2016 from ERNLLCA. 3) Dog fouling, lorries, grass in pavements, village handy person, footpath – email communication received from a resident. 4) Removal of Steps outside Top Holme Farm – email received from the resident of Top Holme Farm expressing health & safety concerns. 	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>

Meeting finished at 9.30pm

APPENDIX 1 - NEWBALD PARISH COUNCIL FINANCIAL REPORT**BANK RECONCILIATION****QUARTER ENDING 30 JUN 16**Prepared by Suzanne Smith Date 30/06/2016**Balance per bank statements as at 30 June 2016**

£

	NPC Unity Current Account Balance	41,638.53
	NPC HSBC Current Account Balance	106.40
	NPC HSBC Deposit account balance	3,569.21
	Sober Hill Wind Farm Current Account	
Balance	Sober Hill Wind Farm Deposit account	26.83
balance	NPC Alto Card - Credit	25,144.80
Balance		<u>112.07</u>

70,597.84

Less unpresented cheques 0.00

Add unbanked cash/cheques 0.00

The net balances reconcile to the cash book (receipts and payments account) for the year, as follows:**CASH BOOK**

Opening balance 1 April 2016	62,473.97
Add: Receipts in the year	17,914.25
Less: Payments in the year	<u>-9,790.38</u>

Closing balance as at 30 June 2016 **70,597.84**

Fund Balances	General	Wind Farm	Charity	Total
	£	£	£	£
Balance 01.04.16	32,618.54	25,169.39	4,686.04	62,473.97
Receipts in year	15,717.33	8.24	2,188.68	17,914.25
Payments in year	9,790.38	0.00	0.00	-9,790.38
Balance at 31.06.16	<u>£58,126.25</u>	<u>£25,177.63</u>	<u>£6,874.72</u>	<u>£70,597.84</u>

The above statement represents fairly the financial position of Newbald Parish Council as at 30 June 2016 and reflects its Receipts and Payments during the year

Created by Suzanne Smith, Clerk to the Council

30-Jun-16

NEWBALD PC FINANCIAL YEAR 2016-17 – SPEND AGAINST BUDGET UP TO AND INCLUDING 30 JUNE 2016

Payee	Description	Clerk	Admin	Cemetery	Grass Cutting	Allotments	New Allotments	Clock	Maintenance incl. winter	Street Lighting	Legal	Grants	Contingency	Training	Churchyard	Village Hall	Capital Acquisition	Sober Hill CBF	VAT	Total	
ERNLLCA	Annual Membership Fees		£475.76																	£475.76	
ER & NY SLCC	Networking and training day													£15.00						£15.00	
Miss S. F. Smith	Clerk Expenses		£56.05																	£7.05	£63.10
Miss S. F. Smith	Salary Clerk	1093.79																			£1,093.79
HMRC	Tax and National Insurance	£212.59																			£212.59
Mr Laurence Smith	Churchyard Tree report														£200.00						£200.00
Humber Landscapes	Grass cutting churchyard and cemetery				£333.33																£333.33
Miss S. F. Smith	Salary Clerk	£1,068.13																			£1,068.13
HMRC	Tax and National Insurance	£208.81																			£208.81
ERPF	Pension contributions	£419.95																			£419.95
Miss S. F. Smith	Clerk Expenses		£97.61																	£9.87	£107.48
Countrywide Grounds Maintenance	Maintenance of Cemetery, Churchyard and Playing Field				£617.30															£123.46	£740.76
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Yorkshire Water	Water and sewerage			£26.29																	£26.29
N D Reed Contracting	Painting of noticeboard and benches								£580.00												£580.00
Despatch Pest Control	Pest control in cemetery			£100.00																	£100.00
AJACS	Internal audit		£296.60																		£296.60
Miss S. F. Smith	Salary Clerk	£1,084.00																			£1,084.00
HMRC	Tax and National Insurance	£220.35																			£220.35
ERPF	Pension contributions	£428.35																			£428.35
Miss S. F. Smith	Clerk Expenses		£125.38																	£10.03	£135.41
MY Print Services	Newsletter printing		£90.00																	£18.00	£108.00
Countrywide Grounds Maintenance	Maintenance of Cemetery, Churchyard and Playing Field				£617.30															£123.46	£740.76
Newbald Village Hall	Grant towards insurance											£350.00									£350.00
Epson	Epson black printer cartridge		£34.30																	£6.86	£41.16
	EXPENDITURE	£4,735.97	£1,175.70	£126.29	£2,185.23	£0.00	£0.00	£0.00	£580.00	£0.00	£0.00	£350.00	£0.00	£15.00	£200.00	£0.00	£0.00	£0.00	£422.19	£9,790.38	
	BUDGET	£15,894.62	£4,592.95	£661.94	£5,962.12		£2,000.00	£142.80	£1,700.00	£4,381.39	#####	£500.00	£3,000.00	£250.00	£500.00	£5,000.00	£1,500.00	N/A			
	REMAINING FUNDS	£11,158.65	£3,417.25	£896.65	£3,776.89		£2,000.00	£142.80	£1,120.00	£4,381.39	#####	£150.00	£3,000.00	£235.00	£300.00	£5,000.00	£1,500.00				

NEWBALD PC FINANCIAL YEAR 2016-2017 – RECEIPTS UP TO AND INCLUDING 30 JUNE 2016

<u>Date</u>	<u>Who From</u>	<u>Interest</u>	<u>Precept</u>	<u>Cemetery</u>	<u>Allotments</u>	<u>VAT back</u>	<u>Sober Hill</u>	<u>Other</u>	<u>Total</u>
6/4/2016	M. Garton & Son Ltd.			£361.00					£361.00
11/4/2016	Blackrock - Charles Stather Charity Money							£2,188.68	£2,188.68
18/4/2016	Oxtoby rental for allotments 2, 3 and 4				£239.13				£239.13
18/4/2016	Levitt rental for allotments 5, 6 and 8				£173.16				£173.16
19/4/2016	Hatfield rental for allotments 7, 9, 10 and 11				£252.20				£252.20
28/4/2016	Precept		£14,679.44						£14,679.44
4/6/2016	Credit Interest - Newbald PC	£12.40							£12.40
4/6/2016	Credit Interest - Sober Hill	£1.69							£1.69
4/6/2016	Credit interest - Sober Hill	£6.55							£6.55
	TOTALS	£20.64	£14,679.44	£361.00	£664.49	£0.00	£0.00	£2,188.68	£17,914.25

APPENDIX 2

NEWBALD PARISH COUNCIL			ASSET REGISTER			2016/2017		Estimate/ other	
Asset Number	Description	Qty	Location	Date Aquired (if known)	Life Span (Estimate)	Date of Disposal	Original Asset Value £	Replacement Value £	Basis of Replacement Value
1	<u>Community Assets</u>								
C1	Village Hall, car park and land at back	1	Westgate/Townside Rd corner	1960s	200 years		141,816.00*	280,000.00	Insurance value for rebuild
C2	Village Green- Common Land	1	The Green, North Newbald		Forever		Nominal £1	Nominal £1	
C3	Land at The Mires - Common Land	1	The Mires, off Galegate, North Newbald		Forever		Nominal £1	Nominal £1	
C4	The Newbald Becksies - Site of Special Scientific Interest - Common Land	1	The Becksies, Beverley Road, North Newbald		Forever		Nominal £1	Nominal £1	
C5	The Cemetery- Common land	1	A1034, Sands Top, North Newbald	1905	Forever		Nominal £1	Nominal £1	
C6	Centenary Bench	1	The Green, North Newbald	2014	200 years		691.00	4,000.00	Insurance value based on quote for replacement
C7	Defibrillator		In the Phone box, The Green, North Newbald	2015	20 years		2,020.00	2,060.40	Annual 2% inflation since purchased

4 July 2016

			Location	Acquired	Lifespan	Disposal	Original Asset Value	Replacement Value	Basis for Replacement
2 Street Furniture:									
S1	Notice Board - twin bay, horizontal opening, wooden	1	The Green, North Newbald	2010	20 years		1,650.00	1,858.17	Annual 2% inflation since purchased
S2	Benches	9	Locations: A) The Green, North Newbald (under lime trees)B) 3 in the cemeteryC) 2 on South Newbald RoadD) Corner of A1034 and WestgateE) Beverley RoadF) Top of Trundlegate	Varies. Not known	25 years		1,062.60	4,500.00	Estimate
S3	Litter bins	6	Locations: A) Bottom of Dot Hill on Townside Road B) Corner of Burgate and Townend Road C) Eastgate, next to The Green, under the lime trees D) Corner of Westgate and A1034 E) South Newbald Road - near South Newbald Green F) South Newbald Road - outside St. Nicholas Church	Mostly unknown. 2 acquired in 2014	25 years		531.30	2,250.00	Estimate based on current purchase and fixing costs
S4	Street lights	21	Village wide (see separate sheet)		50 years		Nominal £1 each = £21	21,000.00	Estimate provided by ERYC

			Location	Acquired	Lifespan	Disposal	Original Asset Value	Replacement Value	Basis for Replacement
3	<u>Cemetery Fixtures & Fittings</u>								
	CE1	War memorial	1	The Cemetery, A1034, Sands Top, North Newbald	1918?	200 years	Nominal £1	17,866.09	Insurance value
	CE2	Brick built building	1	The Cemetery, A1034, Sands Top, North Newbald	1905	200 years	Nominal £1	7,500.00	Estimate
3	<u>Office Equipment</u>								
	O1	Filing cabinets	2	Clerk's garage	Unknown	30 years	158.00	252.00	Estimate
	O2	Projector	1	Clerk's house	2015	3 years	250.00	255.00	Annual 2% inflation since purchased
	O3	Laptop	1	Clerk's house	2016	3 years	399.00	399.00	New
	O4	Printer/Scanner	1	Clerk's house	2016	3 years	142.98	142.98	New
	O7	Laer printer (broken)	1	Clerk's house	2013	3 years	212.90	400.00	Estimate
4	<u>Assets Disposed of</u>								
	AD01	laptop and printer	1	formerly clerk's house	2012	3.5 years	1/1/16	536.49	

*Original asset value based on the value when first put on the register in 1997