

# Sherburn Parish Council

Minutes of the Ordinary Council meeting held on 15<sup>th</sup> May 2017 in the Methodist Chapel  
at 7.36pm

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Attended by: Cllr Chris Miles (Chairman)  
Cllr J Skelton  
Cllr A Oulton  
Cllr J Peel  
Cllr T Webborn  
Cllr J Waller  
Cllr C Cade  
County Cllr J Sanderson  
Miss S Lathwood (Clerk)

**1/17 Absent from meeting:**

Cllr I Walker-Stabler – Apologies received and accepted  
Cllr D Blyth - Apologies received and accepted  
District Cllr J Raper - Apologies received and accepted

**2/17 Declarations of Interest:**

No Declarations

**3/17 Previous Minutes:**

Minutes from meeting on 24<sup>th</sup> April 2017 were circulated and approved by  
Cllr Cade and seconded by Cllr Skelton, with the following amendments;

- Paragraph 11 of 4/17 – The Clerk was asked to clarify that that pitches allocated to village associations were football pitches and other section of the playing fields.
- Paragraph 9 of 6/17 – The vehicles that need to be reported to Kingspan are HGVs not vans.
- Paragraphs 7 of 8/17 – Visitors to the school are to be asked to park on school grounds rather than on the road side.

**4/17 Public Forum:**

No members of the public in attendance

**5/17 Action Taken from 4:** See Item 4

**6/17 Reports:**

- i) Minutes from the last CAP meeting were added to the circulation folder.
- ii) There was no District Councillor report.
- iii) County Cllr Sanderson stated that she had nothing further to add to the report given at the Annual Meeting.

**7/17 Clerks Report**

The Clerk handed out the circulation folder for perusal by all councillors.

A response has been received from Sharon Fox at NYCC confirming that she has not had a reply from Highways England when it has come to arranging a meeting. The Clerk will continue to chase this matter.

Approved:

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The Clerk confirmed that she had received no response to her email to Kingspan. Cllr Cade asked if he could be included in any future emails and have copies of the previous emails, the Clerk agreed to provide these. HGVs have been seen again parking for long periods of time on the triangle at Whitegates with their cab curtains closed.

Cllr Sanderson mentioned the Ryedale Area Committee as a forum for raising issues. The Clerk is to confirm when the next meeting is (believed to be 28<sup>th</sup> June 2017) so that items can be brought in front of the committee for consideration. Items need to be given to the committee 3 days in advance of the meeting, so can be confirmed at the next Parish council meeting. Support Officer, Mary Davies, at NYCC is the best person to contact.

The Clerk is also to contact Safer Ryedale with regards to the flooding issues obstructing the road crossing.

The dog fouling sign previously approved at £38.00, has been confirmed as costing £48.00 plus VAT (£57.60). Cllr Cade asked for a picture of the template to find out if it could be made for less. The Clerk is to provide these pictures ASAP.

#### **8/17 Finances:**

The Finance Committee were presented with the ledger for approval, along with bank reconciliation. It was confirmed that all accounts were balanced to the ledger.

##### **Cash Book**

Opening Balance £25024.14

Plus Income £0.00

Less Expenditure £4664.53 Cheques approved at 24/04/17 meeting

Closing Balance £20359.61

Plus Unpresented Cheques £250.00

**Bank Reconciliation Balance £20609.61**

##### **Bank Balance as at 23<sup>rd</sup> April 2017**

Current Account £609.61

Business Account £20000.00

**Bank Reconciliation Balance £20609.61**

Cheques presented and approved for payment this month totalling: £894.82

101736	I A Walker-Stabler	£598.00
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101737	Miss S Lathwood	£296.82
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Cllr Webborn raised the ideas of putting dog waste bags onto the bins in the village to prompt dog owners to pick up after their dogs. Alternatively the Parish Council could distribute 'doggy gift bags' containing poop bags, to owners throughout the village which can be easily picked up along with the dog leash. The Clerk is to get some cost ideas together for the next meeting. Distributing them at a stand at the Annual Village Show was mentioned as a possibility.

#### **9/17 Planning Applications:**

The Clerk confirmed that she has received an update from Ryedale Planning Enforcement team and they are investigating the ownership of the land so they can proceed against them for unauthorised building works.

Approved:

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## **10/17 Maintenance:**

There were no specific jobs requested of the Caretaker this month.

Cllr Cade raised the idea that the villagers could be asked to take responsibility for the areas outside their own properties, to sweep, weed and report issues, etc. This could encourage village pride and free up the caretakers time to undertake the larger jobs within the parish.

Cllr Webborn mentioned that the strip of land opposite the memorial cross has been well maintained and looked after.

Some residents already tidy up the area out front of their houses and it is possible that this could be encouraged and brought to parishioner's attention at the village show.

## **11/17 Pathways Update And Items For The Wolds Warbler**

The Annual Village Show is to be promoted in the Warbler and Cllr Miles is to provide the details.

There has been a delay in the works being carried out on the Pathways Project due to the lack of volunteers and it is not expected to be finished by August 2017 as previously hoped.

The next meeting will be held on 3<sup>rd</sup> June 2017 and it is intended that the shutterboards be painted.

It has been found that the bigger parts of the project are taking time and resources away from the group activities.

Cllr Miles accepted that making sure the work was done properly would take longer.

Cllr Webborn stated that he is disheartened by the reduction of the volunteer numbers, especially as the path is being used.

Cllr Webborn also asked for ideas for the spending of the £1000.00 grant received December 2016 as the 12 month window for spending it was due to expire at the end of May 2017 as the original application was made in May 2016. The Clerk agreed to double check this date as she believed it would be 12 months from receipt of the monies, meaning December 2017.

Cllr Cade is to discuss with Cllr Webborn about the possibility of supports from Sherburn Forge for sections of the path to contain the wood chippings. The fitting of a raised wooden boardwalk along uneven sections of the path was also mentioned.

Cllrs Cade, Peel, Webborn and Waller are to meet on 17<sup>th</sup> May 2017 to discuss possible ideas.

## **12/17 Appointment Of Internal Auditor**

The Clerk confirmed that, although she had been in contact with a number of people with regards to the completion of the Internal Audit, the individual who had originally agreed to complete it was now unable to and only one other quote had been received for approx. £400.00.

Cllr Cade agreed to speak to his accountants, Ashby Coulsons, to obtain a quote for their completing the Internal Audit.

Approved:

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The council confirmed that the Clerk was authorised to make the final appointment of a suitable Auditor. This should be completed and sent to the External Auditor before the next Parish Council meeting.

**13/17 Next Agenda:**

The following items are to be added to the next ordinary meeting agenda;

- Update on contact from Highways England
- Update from Kingspan and Severfield
- Costings for dog waste 'gift bags'
- Ideas for the promotion of the Parish Council

**15/17 Next Meeting:**

To be held at Village Hall on Monday 15<sup>th</sup> May 2017 at 7pm

The meeting closed at 8.35 pm

Signed..... Chairman

19<sup>th</sup> June 2017