**Skerne and Wansford Parish Council**

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Minutes of a meeting of the Skerne and Wansford Parish Council which took place in Wansford Village Hall on Tuesday May 21 2019.

1. **Present:** Councillors Ian Lamble, Jackie Dobson, Lynn Stockwell, Ann Kitching, Neil Robson, Catherine Bristow and ERYC ward councillors Jane Evison and Jonathan Owen.
2. **Apologies:** Coun Gill Grassam, Coun Caroline Harrison
3. **Election of a chairman and vice chairman:** **Resolved**: to elect Coun Lamble as chairman, proposed Coun Stockwell, seconded Coun Kitching, and Coun Dobson as vice-chairman, proposed Coun Stockwell, seconded Coun Kitching.
4. Chairman and vice chairman signed declarations of acceptance of office.
5. Councillors signed acceptance of office forms. The clerk had been informed by Electoral Services that if a re-elected councillor’s register of interests remained unchanged there was no need to complete another.
6. **Public session**: It was suggested that the parish council write to Yorkshire Water requesting that mains drainage be brought to both villages in the wake of the recent, stringent legislation regarding septic tanks and waste management systems. It was generally felt that it was not a parish council responsibility. The matter was deferred pending some additional information from Coun Evison, who felt that Yorkshire Water would not accede if any request was made.
7. **Declarations of interest:** None
8. **To confirm the minutes of the meeting on March 18 2019 as a true and correct record**:Proposed Coun Dobson, seconded Coun Kitching.
9. **To dispose of any business remaining from the previous meeting and, if necessary, decide on a course of action:**
10. Village clean-up days: This had been successful in both villages although there had been a disappointing turn out in Skerne.
11. **Noted:** ERYC Streetscene walkabouts of the villages (circulated). The clerk to contact Satnav companies re Back Lane, Skerne. Engineers had been informed of broken posts between the canal bank footpath and the B1249. Bridge engineers were hoping to undertake the refurbishment of Wansford Bridge in the current financial year.
12. Terry Jarvis was obtaining prices for the refurbishment of Wansford kiosk – glass, glazing bars, etc. The clerk had priced up paint. The matter was deferred until Terry had completed his assessment of what was needed.
13. Village(s) maintenance: Skerne noticeboard, Wansford bench, etc. Jim Stockwell and Keith Pick were to install the Wansford bench. A volunteer for the Skerne noticeboard had not come forward: Keith Pick would attend to the matter.
14. Skerne community space: to note letters from agent Ian Pick/Warrendale Farms and Skerne resident David Tite. Members welcomed David Tite’s input and other offers of help. As the land transfer had not yet been completed members deferred the matter of a survey/public meeting until the next meeting.
15. Footpath in Skerne: this was deferred as Coun Evison considered that installing a footpath may be a condition of any change of use of the donated land.
16. Wansford roundabout: the matter of a mirror had been raised at the Streetscene walkabout.
17. **Planning:**
18. **Noted:** 19/01325/PLF – erection of two-storey extension and balcony to rear and installation of rooflights following creation of additional living accommodation at first floor and erection of a detached double garage at High Trees, Skerne (revised application 18/00796/PLF). Applicant: Mr and Mrs Robert McLoughlin. **No comment. Note the following planning decision:** 19/00679/PLB – internal alterations at Eagle House, Skerne. Applicant: Mrs Caroline Naylor. Permission granted.

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1. **Finance:**
2. **Resolved**: to pay parish grants of £275 each to Wansford Village Hall, and St Leonard’s and St Mary’s PCCs re burial ground maintenance. Proposed Coun Stockwell, seconded Coun Kitching
3. **Noted:** that precept of £4,000 has been paid into the bank
4. **Resolved:** to pay clerk of total of £194.78, made up of expenses, £109.87; a ream of paper and plastic wallets; £9.44; varnish and sandpaper for village bench, £27.50; black, yellow and magenta cartridges for printer, £47.97. Proposed Coun Bristow, seconded Coun Kitching.
5. **Ratified:** payment of the ERNLLCA subscription of £271.87 (renewal agreed at March meeting)
6. **Resolved:** to pay Wansford Village Hall a total of £75.72 (£60 for village hall hire and £15.72 for electricity to the defibrillator). Proposed Coun Bristow, seconded Coun Stockwell
7. **Resolved:** to pay ERYC for 250 dog fouling post cards, £12 inc VAT. Proposed Coun Kitching, seconded Coun Bristow.
8. **Received**: bank reconciliation
9. **Administration and training:**
10. **Resolved:** to certify the authority as exempt from sending the completed Annual Governance and Accountability Return to the external auditor, having met the required criteria for exemption. Proposed Coun Dobson, seconded Coun Kitching.
11. **Resolved:** to return the certificate of exemption to the external auditor. Proposed Coun Stockwell, seconded Coun Kitching.
12. **Resolved:** to approve the annual Governance Statement. Proposed Coun Stockwell, seconded Coun Kitching.
13. **Resolved:** to approve the annual Accounting Statement. Proposed Coun Dobson, seconded Coun Bristow.
14. **Resolved:** to accept an explanation of variances for the year and the year-end bank reconciliation. Proposed Coun Kitching, seconded Coun Dobson.
15. **Noted:** that the internal audit was carried out this year by Mrs Mary Hudson and that John Newland, who has fulfilled the role for more than 10 years, has stepped down. Agreed: that the clerk write to John thanking him for his service over the years.
16. To consider the appointment of a new internal auditor: the clerk would make some approaches.
17. **Resolved**: to appoint Couns Stockwell, Dobson and Bristow to the Personnel Committee. Proposed Coun Kitching, seconded Coun Robson.
18. **Agreed:** to appoint Couns Stockwell and Dobson to check the books on a meeting by meeting basis
19. **Reviewed:** the suitability of parish council insurance – currently on a long-term agreement; to note that the clerk has sought a postal quote from Zurich following a round-robin letter to parish councils
20. **Agreed:** meeting dates for the forthcoming year: July 16, September 24, November 19, January 21 2020, March 17 2020.
21. Co-option of a councillor. **Resolved:** that John Warden, who had applied, be appointed. Proposed Coun Robson, seconded Coun Dobson. Coun Warden signed acceptance of office.
22. **Reviewed:** Standing Orders and Financial Regulations (circulated)
23. **Correspondence:**
24. **Noted:** ERNLLCA – One day Chairmanship course: July 8 Bishop Burton, July 11, Angel Suite, Brigg.
25. **Noted:** ERNLLCA – resolutions to send to NALC and annual meetings
26. ERYC: Town and parish council liaison meetings: May 21, Goole, May 23 Bridlington, May 29, June 4 Beverley, June 5, Hedon. Coun Warden to attend.
27. **Noted:** ERYC: Anti-social behaviour statistics. Nothing to report.
28. **Noted:** East Yorkshire Advanced Riders and Drivers – request for funding (letter circulated by e-mail)
29. **Noted:** Maureen Yates, Community and Crime Reduction Resilience officer, Friends Against Scams on-line training
30. **Highways:**
31. **Other correspondence:** The Leeds Library Theatre had written to Coun Dobson cancelling the September production as Roger Cook, one of the key members, has died.
32. **To appoint representatives:** Nafferton Feoffees: Caroline Harrison in her absence; Driffield Navigation Trust: Terry Jarvis; parish transport champion: Jill Pick.
33. **Items for next agenda: Skerne community space and associated issues; dog fouling –** meanwhile clerk would make posters from the postcards for display in both villages; **potholes in Skerne; Yorkshire Water re mains drainage; Wansford kiosk.**
34. **Date of next meeting: July 16 at 7.30pm in Wansford Village Hall**