**163**

**Foxholes with Butterwick Parish Council**

**Minutes of the AGM and Ordinary Meeting held on Wednesday, 22 July 2020 at 7:15pm**

**at Manor Farm, Butterwick**

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| **PRESENT:** | Chair | Cllr P Bannister |  | Cllr S Hartle |
|  |  | Cllr C Tomlin**Cllr P Warters** |  | Cllr S Tomlin**Cllr M Martinez** |
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|  | Clerk | Mrs S Lacey |  |  |

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| **1** | **AGM****Apologies**None.**­** |
| **2** | **Election of Officers**The Election of Officers proceeded as follows:-Chairman - Phillip Bannister was proposed by Sue Tomlin and seconded by Sue Hartle.Vice Chairman - Sue Hartle was proposed by Phillip Warters and seconded by  Sue Tomlin. Clerk - Stephanie Lacey is happy to continue as Clerk and Responsible Financial  Officer. |
| **3** | It was agreed that the Annual Parish Meeting, which has been postponed due to the covid-19 crisis, would take place as and when restrictions are lifted and the Village Hall reopens.**There were no members of the public present. The Chairman, therefore, closed the Formal Meeting. The AGM closed at 7:30pm.** Signed by Chairman \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signed by Clerk \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |
| **4** | **ORDINARY MEETING****Minutes of the Previous Meeting**The minutes of the meeting held on the 18th March 2020 were accepted as an accurate record, and signed by the Chairman. |
| **5** | **Matters Arising**Grass cutting and mower costs – following a discussion, it was agreed that the total costs incurred for 2019/20 would be calculated, and a quote from another company could be obtained for comparison purposes. ***Clerk to action.***Butterwick defibrillator – purchase of new pads is required (including a spare set); the custodian should confirm the model of the defibrillator and serial number of the pads so that new ones can be ordered online. ***Chair/Clerk to action.*** |
| **6** | Approve Annual Governance StatementOn 22nd July 2020, the Annual Governance Statement was approved.  |
| **7** | Approve that the Parish Council is exempt from External AuditOn 22nd July 2020, it was approved that the Parish Council is exempt from External Audit. It was confirmed that the annual turnover is less than £25,000 in the 2019/20 financial year. |
| **8** | Approve Annual AccountsInformation for the year to 31st March 2020 was forwarded to all prior to the meeting. The documents were discussed and approved by all. |
| **9** | **Approve updated Asset Register**Information for the year to 31st March 2020 was forwarded to all prior to the meeting. The documents were discussed and approved by all, with a note that reference on the document should be made to the use of purchase price rather than depreciated values. ***Clerk to action.*** |
| **10** | **Paris Council Vacancy**A new resident of Foxholes, Angela Samuels, has expressed an interest in becoming a Councillor. She will attend the September meeting. |
| **11** | **Planning Applications Noted:**20/00465/HOUSE: Received 27th May 2020  APPLICANT: Mr Jamie Exley  DESCRIPTION: Erection of a three storey rear extension (revised details to refusal 19/00862/HOUSE dated 13.09.2019 as dismissed on appeal APP/Y2736/D/19/3241074 dated 17.03.2020)  LOCATION: Grays Lodge, Ganton Road, Foxholes.**Planning Decisions Recorded:**20/00128/MFUL: 12th June 2020 APPROVED Erection of a new 32,000 bird egg laying unit at Mason Farming,  Butterwick. |
| **12** | **Finance****Accounts to Pay:** Clerk salary and expenses £445.85 Internal Audit (T Teasdale) £60.00 Information Commissioner £40.00 NYCC footway lighting £339.72 Wilfred Scruton mower parts £64.71 Wilfred Scruton service/repairs £380.69 Autela Payroll fees £114.04**Payments Received:** Ryedale DC precept 27/04/2020 £1,650.00**All items above were approved for payment and cheques signed.****Bank reconciliation:**The most recent bank statements show:* NS&I account (31/12/2019) – bal. £1,815.56
* Business reserve (15/04/2020) – bal. £3,095.32
* Current account (01/05/2020) – bal. £3.434.59. After allowance for the above accounts to pay, it would show £1,989.58.
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| **13** | **Correspondence since the last meeting**Concerns have been raised about the general disrepair of the old chapel in Foxholes. The Clerk has written to the absentee owner to request that they conduct a site visit and consider remedial works. It was resolved that the Clerk should also notify Ryedale District Council about the concerns raised. ***Clerk to action.***A resident of Butterwick has contacted the Parish Council to express concerns about speeding and littering from moving vehicles. The issues raised have been shared with the Police, NYCC Highways, and Ryedale District Council, although frustratingly there is very little which can be done by any of the agencies. |
| **14** | **To exchange any information since the last meeting:*** It was noted that line painting is underway in Foxholes, but the central lines still need doing – C Tomlin will monitor whether this happens and inform the Clerk if it is still outstanding in a few weeks’ time.
* It was noted that the rumble strips in Butterwick have now been installed. The Clerk will suggest to NYCC Highways that the re-painting of the ‘SLOW’ signs would also be useful. ***Clerk to action.***
* The salt bin opposite Scrutons in Foxholes has been damaged beyond repair by a truck. The Clerk will inform NYCC Highways and request a replacement be provided. ***Clerk to action.***
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| **15** | **Any Other Business*** S Tomlin requested that the banking details used for payment of the Parish Council’s website domain and hosting be updated to the Parish Council’s. This was agreed by all –***Clerk and S Tomlin to action***.
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| **16** | **Date and Time of Next Meeting – Wednesday, 23rd September 2020 at 7:30pm.**This is subject to the Village Hall being open again. The Clerk will review early September.**Meeting closed** **at 8.15pm.**Signed by Chairman \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signed by Clerk \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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