

**Minutes of the Ampleforth Parish Council Meeting
held in the Village Hall on Thursday 13th September 2018 at 7.30pm**

Present Councillors Shepherd, Carter & Speight-McGregor.

Also Present Clerk – Louise Pink & 1 member of the public.

1. Apologises

Councillors Grant & Moreton.

2. Code of Conduct and the Ethical Framework

There were no declarations under the code of conduct.

3. Minutes

The council resolved that the minutes of the meeting held on Thursday 5th July 2018 were agreed and signed by the Chairman.

4. Public Participation

One member of the public was present at the meeting and spoke of parking issues on the section of road opposite the entrance to the village hall. The resident advised that anything larger than a car struggles to access to road if cars are parked on the opposite side of the road. She advised that bin collections have been missed and deliveries are often not able to take place. The resident advised she has already spoken to NYCC and been advised that a possible solution would be for Highways to install a 'H' sign on the road which suggests no parking. After discussion it was agreed for the Clerk to write to NYCC to request for Highways to investigate this further. Councillors Jim Bailey and Caroline Goodrick to be copied in.

5. Reports from County and District Councillors

None present.

6. Exchange of information

Documents Circulated

- Citizens Advice Annual Report.
- Letter from NYCC regarding the closure of Sutton Bank.
- White Rose Update – August Edition.

Correspondence

- Nothing noted.

Clerk's Report

- Nothing noted.

7. Planning

(a) The following new planning applications were considered:-

NYM/2018/0529/FL Wardfall House, Main Street, Ampleforth
Variation of condition 4 of planning approval NYM/2018/0143/FL to server the tie of the holiday letting accommodation with Wardfall House.
North York Moors
Decision – No Objection.

NYM/2018/0528/FL Wardfall House, Main Street, Ampleforth
Variation of condition 5 of planning approval NYM/2018/0142/FL to server the tie of the holiday letting accommodation with Wardfall House.

North York Moors
Decision – No Objection.

NYM/2018/0546/FL 2 Mowbray Terrace, West End, Ampleforth
Removal of 2 no. dormer windows and demolition of conservatory to rear and construction of single storey extension and 1 no. dormer window together with installation of air source heat pump.
Decision – No Objection.

b) No results of applications received.

c) Notes.

8. Finance, Audit and Governance

8.1. The following accounts were submitted for payment by BACS:-

L Pink	Clerks salary	£511.50
L Pink	Expenses	£29.30
Alec Thrower	Litter Picking	£116.00
Ian Scott	Internal Audit for Year Ending March 18	£89.00
Autela Payroll Services	Payroll Services July-Sept 18	£46.80
HMRC	Tax & NI	£343.80
Richard Wedgwood	Grass Cutting – July & August 18	£804.00
NYCC	Lighting Maintenance	£43.21
Information Commissioner	Annual Data Protection Fee	£40.00

The accounts listed for payment were accepted. Clerk to make the payments via BACS using the online banking process.

8.2. No payments were submitted for payment by cheque.

8.3. No invoices were received after the production of the agenda.

8.4. No income was noted.

8.5. Any other urgent request submitted to the meeting:-

(i) To receive the internal audit report for the year ending 31st March 2018 - Clerk advised that the internal auditor carried out the internal audit of the 2017/18 accounts on the 24th May 2017. The auditor advised of no areas for concern. Comment made that VAT can be reclaimed on clerks expenses. For the third year a note was added by the internal auditor that the recommended reserve is now between 6 to 12 months of the council's precept and it was suggested that 6 months of the annual precept would be appropriate for a council of this size. It has previously been discussed and agreed that reserves of 6 months of the annual precept would be very low and against anticipated expenditure and as such this will be not adopted by the Parish Council.

(ii) To discuss the donation request received from Ampleforth and Hovingham Surgeries Patient Group for a contribution towards hedging for Ampleforth surgery – After discussion a donation of £300.00 was agreed.

(iii) To discuss the donation request received from Moorbus for a contribution towards the costs associated with running their bus service - After discussion a donation of £300.00 was agreed.

(iiii) To discuss the clerks annual review and any potential annual pay increase – After discussion it was agreed to increase the Clerk's salary by 1 x SCP grade. Increase to be back dated to the 1st April 2018.

9. Matters Arising

(a) The current common shares were discussed. Further information to be obtained and brought to the next meeting for further discussion.

10. Exceptional Items

It was noted that streetlight number 4 on East Lane has been out for some time. Clerk to report.

It was again noted that the streetlights on Field View Close are on all night and that many of the lights shine directly into people's homes. Clerk to report again to NYCC and enquire as to whether the lights could be turned off at midnight.

Clerk to speak to Richard Wedgwood to ask him to cut back the hedge on the hill.

It was noted that there has been a car parked outside the Millennium Green for some time now. Clerk to report to NYP.

The Chairman noted that the Village Hall sign has again slipped down the pole. Cllr Carter to repair.

Clerk to issue the Chairman with a copy of her employment contract and also the YLCA template appraisal form.

11. Items for Next Agenda

Newsletter.

Common shares update.

12. Date of Next Meeting

The date of the next meeting was fixed as Thursday 4th October 2018.

Chairman

Date