

Minutes of the Meeting of Stainforth Parish Council held in Stainforth Village Hall on Tuesday, 10 February 2015 at 7.30pm. The public and press were invited and parishioner participation was at 7.30pm.

Present: Cllrs Asher, Mills and Warren. Also, Mr Peter Leng, Clerk, one parishioner and Pc David Ridler of the local police

During parishioner participation, Cllr Asher reported problems with the local telephone/broadband service. These had lasted for two weeks, service being restored on the day of this meeting, Cllr Asher had been advised that a 'case' was to be replaced.

1 To elect a Chairman

Cllr Asher was elected Chairman.

2 To receive the Chairman's Declaration of Acceptance of Office

Cllr Asher's Declaration of Acceptance of Office was received.

3 Apologies – Cllrs Fairweather and Sharp.

4 Code of Conduct - Localism Act 2011

- i) To record any Councillor's Disclosable Pecuniary Interest (DPI) in relation to items on this agenda - *none*
- ii) To consider any changes in members' register of interests - *none*
- iii) To consider any dispensations - *none*

5 Policing

- a) To receive the monthly report. Pc Dave Ridler commented on recent staff changes whereby Sgt Moorhouse had been appointed Safer Neighbourhood Sergeant and based in Skipton. Pc Ridler had been appointed a member of the Craven Safer Neighbourhood Police Team with responsibility for Stainforth. No crime had been reported in Stainforth. Pc Ridler advised of a new procedure for dealing with nuisance in the form of 'Dispersal Orders'. These can be authorised by a Police Inspector under s35 of the Anti Social Behaviour, Crime and Policing Act 2014, for a duration of 48 hours. Pc Ridler said he would forward a copy of the January Country Watch Newsletter – received later by e-mail and circulated to members.

6 To approve the Minutes of the Meeting of the Council held on Tuesday, 13 January 2015

The Minutes had been circulated prior to this meeting.

Resolved: That the Minutes be approved and signed by the Chairman as a true and correct record.

7 Matters Arising (information only)

- i) Settle Area Swimming Pool – letter of appreciation following recent donation – noted.
- ii) Craven & Harrogate Districts Citizens' Advice Bureau – letter of appreciation following recent donation – noted.

8 Defibrillator

- a) To receive an update. The Clerk reported as follows:
 - i) British Heart Foundation - application partially completed on line. (Applicants are expected to find £400 towards cost of the defibrillator, plus cost of cabinet etc).
 - ii) Dave Jones, Community Defibrillation Officer, YAS, had advised that BHF would not usually make a grant where the cabinet was to be locked. He said there could be problems if it was to be unlocked. Also that in his experience, BHF usually only fund community groups etc.
 - iii) BHF require two signatories, one the Nominated Advisor, and the other can be the YAS, Dave Jones having advised that he will act on behalf of YAS.
 - iv) The name of a Nominated Advisor required – not decided at this time.
 - v) SADS – no response to enquiry re funding for the cabinet.
 - vi) Permission to locate at Craven Heifer Hotel - formal approval still outstanding.

Resolved: That the Council write to the brewery seeking formal permission to install the defibrillator at the Craven Heifer Hotel.

- b) To consider submission/preparation of grant applications to British Heart Foundation and SADS UK.

Resolved: That the grant application to BHF be abandoned and that provision proceeds in accordance with advice received from Yorkshire Ambulance Service.

9 Planning

- a) To consider applications received - *none*
- b) To note any decisions received - *none*
- c) To receive any planning correspondence and to decide on action as appropriate - *none*

Continued/

10 Finance

- i) To authorise payment of accounts as per schedule. There was one bill due for payment. It was for £60 due to Stainforth Village Hall in respect of annual meeting room hire.

Resolved: That this bill be paid.

The finance schedule was signed by the Chairman.

- ii) To conduct the annual review of the effectiveness of internal audit, including financial risk management and budgeting. The Clerk again reminded those present that the External Auditor could seek evidence of the review as part of the annual audit. He produced the cheque book, paying in book and income and expenditure schedules as provided at every meeting. He also produced bank statements and paid invoices for inspection, and drew Members' attention to its system of financial risk management. Budgeting had been dealt with comprehensively at previous meetings. The Council's insurance requirements were also reviewed and considered appropriate. It was noted that the council utilised the services of a professional firm of Internal auditors to undertake the internal audit function. This would be discharged on 6 May 2015. The Clerk reminded members of their responsibilities as Councillors to satisfy themselves with the integrity of internal audit and the need to check for themselves that appropriate systems of verification were in place and effective. Also, that they should never hesitate to query any matters which required clarification.

Resolved: That the effectiveness of the system of internal audit, financial risk management and budgeting, be considered satisfactory and approved.

- 11 Superfast Broadband** – update – Superfast Broadband North Yorkshire (SFNY) – presently finalising locations and timings for Phase 2 rollout – details should be forthcoming during this month – see website – www.superfastnorthyorkshire.com

12 Allotments – garden refuse

- a) Provision of a wheeled bin. Craven DC had advised that a bin could be provided at an annual rent of £24 subject to the lodging of the usual application form. This would be emptied in conjunction with the Council's scheme for removal of domestic garden refuse (ie brown bin scheme) and the cost would have to be reflected in the annual rent of each allotment. There was considerable discussion on the procedure for emptying and the danger presented by the only access being on to the main road.

Resolved: That the Council would not provide a brown wheeled bin.

13 Street Lights

- i) To receive reports of any defects for action. The following were reported:
Light off - bordering car park, near telephone kiosk; near No 1 Main Road – on all night; Main Street – light/s off.
Cllr Asher said that she would undertake a check of the lights and inform the Clerk who later received a report. (By coincidence, the Council's contractor called on the Clerk the day after this meeting and lights in general were discussed with him).

14 Highways

- i) To receive advice of any defects for action. Those reported following the last meeting had still not been attended to – reminder to be sent. Additionally, a pothole was reported in the vicinity of the allotments at the junction of the B6479 with the road leading to the car park.

15 Repairs and Maintenance

- a) To receive any reports for action - *none*

16 To respond to correspondence received

- i) CDC - Standards Committee - Replacement of Parish Representatives - to consider nomination – no nominee.
ii) Craven DC - Parish Liaison Group – advice of meeting to be held on Tuesday, 24 March 2015 and to consider any items for the agenda – none.
iii) Police & Crime Commissioner for North Yorkshire – advice of surgery to be held at Ingleborough Community Centre, Ingleton, on Monday, 9 February 2015, 4pm till 6pm – noted.
iv) Yorkshire Dales National Park Authority - establishment of 'Parish Forums' – consultation – no action.
v) Rural Action Yorkshire - Community Resilience – meeting at Settle Victoria Hall - Thursday, 26 February 2015 – 4pm till 6pm – noted.

- 17 To receive items of information** - All items had been circulated.

Resolved: That they be received.

18 To arrange the next meeting of the Parish Council

Resolved: That the next meeting be held in Stainforth Village Hall on Tuesday, 10 March 2015 at 7.30pm.

There being no further business, the meeting was closed at 9.23pm.