

Melbourne Parish Council
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Minutes of the meeting of Melbourne Parish Council held at 7:00pm on 16 July 2018 in the Village Hall, Melbourne.

Present: Councillors Cooper (in the chair), Lee, Braidley, Johnson, Kemp, Breeze, Hawley and Tomalin.

Councillor A Burton was also in attendance.

18/30 Apologies: None received.

18/31 Election of Chairman and Vice-Chairman – Agreed that:

- (a) Councillor Cooper be elected Chairman (*pro* Cllr Tomalin, *sec* Cllr Johnson)
- (b) Councillor Tomalin be elected Vice-Chairman (*pro* Cllr Cooper, *sec* Cllr Breeze)
- (c) Councillor Breeze be elected onto the Planning Sub-Committee.

18/32 Members of the public present: 0

18/33 Declarations of interest – Councillor Hawley declared a pecuniary interest in Minute 18/52 because he was the planning applicant.

18/34 Minutes of the meetings held on 14 May and 11 June 2018 – Agreed that the minutes be approved and signed by the Chairman.

18/35 Matters arising:

- (a) Emergency plan – a number of amendments were requested.
- (b) Bus service to Melbourne – councillors discussed the possibility of providing a service for shoppers from Melbourne and local villages to York. It was also that the issue of a community bus service would be raised at the next meeting of the Western Parishes Liaison Meeting.

18/36 Co-option/election of a parish councillor – the notice of election time period had passed and an election would not be called. The Parish Council was therefore able to co-opt a member. Notices would be placed on the village noticeboards and website and an article would be put in the school newsletter.

18/37 Neighbourhood Watch Scheme – A member of the parish had volunteered to run the scheme if others would also be prepared to give assistance. Notices would be put on the website, village noticeboards and in the school and village newsletters asking for volunteers.

18/38 Parish newsletter – update on advertising – Agreed that:

- (a) there would be no charge for advertising; and
- (b) an article be placed in the newsletter asking for contact details of local businesses which would be listed in each addition.

18/39 Canal and River Trust Event 25 July 2018 – Councillors Tomalin and Johnson would attend with Councillor Cooper.

18/40 Review of councillors' responsibilities – it was agreed this would be further considered once the new councillor had been co-opted.

18/41 Future venues – Agreed that from 2019, meetings would be held as follows:

- (a) Village Hall – July and September
- (b) Playing Field Hall – May and November
- (c) Chapel – January and March

18/42 Grant requests – Requests had been received from Thornton Church and Melbourne Primary School - **Agreed that:**

- (a) Thornton Church be asked to complete the grant application form; and
- (b) A decision on the grant applications would be made at the November meeting of the Parish Council.

18/43 Declarations of interest – the Clerk provided a brief explanation on pecuniary and non-pecuniary interests and when these should be declared.

18/44 Speed Indicator Devices – **Agreed that:**

- (a) East Riding of Yorkshire Council be requested to dismantle the signs; and
- (b) The Parish Council would retain the signs and would consider options for their disposal.

18/45 Phone box – **Agreed that the Clerk would:**

- (a) Explore the possibility of locating the defibrillator in the phone box;
- (b) Explore whether there were any grants for maintaining phone boxes; and
- (c) Contact BT for an update on when the phone would be removed.

18/46 Community defibrillator – **Agreed that Councillor Cooper would ask Mr Green if he would continue to carry out weekly checks on the defibrillator.**

18/47 HGVs through the village – the results of the automated traffic survey were still being awaited. The council is mindful that this is an issue of high importance for the community and that pressure should be maintained to produce survey results and a way forward

18/48 Yorkshire Water – a public meeting would be held on Monday 10 September 2018 in the village hall. Publicity for the event was discussed. **Agreed –**

- (a) A leaflet drop to all properties in the parish be carried out; and
- (b) Notices be placed on the noticeboards and on the website.

18/49 Incidental expenses – **Agreed that the Clerk be authorised to spend up to £20 without prior approval at a Parish Council meeting, by providing notice to two members of the Parish Council.**

18/50 Planning parish liaison meeting – the Clerk had attended the annual planning parish liaison meeting in Bridlington. It was agreed future attendance would not be required.

18/51 Footpaths and grass cutting – it was reported some public rights of way were now impassable. **Agreed that Councillor Burton follow this up at East Riding of Yorkshire Council.**

18/52 Planning applications received – having declared a pecuniary interest, Councillor Hawley left the room and took no part in the discussion or voting on the following item:

18/01881/PLF – Hall Park Bungalow – No comments.

18/53 Planning notices received – **Noted.**

18/54 Month end financial report – **Agreed.** Members also considered drawing up an annual budget for future years.

18/55 Requests for payment - The following requests were approved:

Speed indicator devices maintenance - £162.50

Village Hall Hire - £30.00

Parish Council Annual Insurance - £253.00

Parish Newsletter printing - £140

Payment to ERVAS (payroll) - £15.00

Clerk's salary - £1000.04

Payment to HMRC (Clerk's salary) – £435.87

18/56 Correspondence – Noted.

18/57 Councillor Forum:

- (a) Village walkabout – the Clerk to write and thank the officers for their prompt action in carrying out the agreed actions;
- (b) The merit in recording road accidents in the village was discussed;
- (c) MSPFA – thanks to the Parish Council for its support of the village event held at the playing fields on 30 June 2018;
- (d) Dog fouling – councillors were advised to give residents complaining of this the East Riding of Yorkshire contact details;
- (e) All correspondence in future to go to councillors' parish email addresses;
- (f) Sustainability – the Council would look at ways to use less paper at future meetings
- (g) Recognition of the previous Chairman's work – it was agreed the Clerk would present flowers and Councillor Cooper would write to express the Parish Council's appreciation of her hard work over the previous two years as Chairman.

18/58 Ward councillor Update – matters had already been considered under the relevant agenda items.

The date of the next meeting of the Parish Council will be 10 September 2018, at 7pm at the Village Hall.

The meeting finished at 9:45pm