

WITHERNWICK PARISH COUNCIL

CHAIR: COUNCILLOR MR NORMAN WILKIE

CLERK: MR P L WILSON CPFA

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Minutes of a Meeting of Withernwick Parish Council

Held in St Albans Church, Withernwick on 24th May 2017 at 7.05pm

PRESENT: - Parish Councillors: Parish Councillors: Mr N. Wilkie, Mrs D. Carr, Mr P Boyle, Mrs C. Wilkie and Mr S. Croft.

CLERK: - Mr P L Wilson CPFA

10. PARISHIONERS QUESTIONS

- i. There was a comment that the disruption in the village caused by temporary traffic lights and excavations had lasted too long due to the fact that no work was being undertaken for a lot of the time. The Chair commented that the Council had no jurisdiction over this.
- ii. The Deputy Churchwarden reported that the Ukelele and Choir concert had raised £610 and she thanked those who supported the event.
- iii. It was reported that the problem with barking dogs approaching walkers on the PROW through Prospect House remained.

11. APOLOGIES

Cllrs C. Sharp and Mrs E. Grove gave apologies for being unable to attend. The Council **gave consent** for Cllrs Sharp and Grove to be absent from the meeting.

12. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

Cllr S. Croft in the event that any activities of Rathlin Energy are discussed.

13. MINUTES OF PREVIOUS MONTHLY MEETINGS

Meeting held on 26th April 2017 - The minutes of the meeting were **unanimously approved** as a true and correct record.

14. MATTERS ARISING FROM THE ABOVE MEETINGS

None.

15. PLANNING

- i. The Council considered the following applications - **None**
- ii. The Council considered responses to consultation on applications taken since last meeting - **None**.
- iii. The Council considered the following notifications from ERYC on earlier consultations - **None**

Initials

16. FINANCE

- i. The following payments were **unanimously approved**:-
 - a. P.6 – 1/05/17 - HAPS – Grass-cutting payments for April - **£182.40**.
 - b. P.7 - 24/05/17 - P. Wilson - Clerk's net pay for April - **£210.23**
 - c. P.8 – 24/05/17 - HMRC (via Post Office) – PAYE deducted from April pay - **£52.40**.
 - d. P.9 - 09/05/17 - R. Dixon - Internal Audit Fee 17/18 - **£310.00**
 - e. P.10 - 09/05/17 - Came and Company - Insurance premium 2017/18 - **£382.07**
 - f. P.11 - 24/05/17 - P. Wilson (Reimbursement) - Laptop/software, stamps, mileage - **£658.64**
 - g. P.12 - 24/05/17 - N. Wilkie (Reimbursement) - Stain for benches etc - **£35.00**

Total £1,830.74.
- ii. The Council **noted** the receipt of the first half years precept of **£3,525.50**.
- iii. The Council then **unanimously received and accepted with thanks** the Audit Report for 2016/17 and particularly the following recommendations:-
 - a. Test 3 (VAT) - never assume all VAT can be recovered. Seek HMRC advice for new projects, significant capital expenditure or any new matters. **Clerk comment - "this would always be done - the recommendation is more of a timely reminder than based on anything in the accounts"**.
 - b. Test 8 (Pay) - The Council may wish to review salary payments in accordance with the 2016/18 NJC National Salary Award. **Clerk comment - "This pay award was missed by me and so was never implemented. If the Council wishes to continue to pay me based upon the national scheme, an increase in the hourly rate wef 1/4/16 of 1% (9.6p) to £9.647 and wef 1/4/17 of 1% (9.6p) to £9.743 is required. The cost of this is not significant as the cost of back pay to correct this would be £42.24 in total. The Council unanimously resolved to implement the pay award as indicated.**
 - c. Test 11 (Year-end accounts/Annual Return) - Explanation of Variances requires amendment to agree to Annual Return prior to submission. **Clerk comment - "This has already been done.**
- iv. The Council then **noted** that the Annual Return was submitted on 16th May 2017.

17. WITHERNWICK COMMUNITY WIND FARM FUND

- i. The Council received an update from the Clerk on the following and **noted** the current position.
 - a. Defibrillator – electrician still being sought.
 - b. Benches and Litter Bins - presented cheque and bank statement awaited.
 - c. Planters - pending.

18. LOCAL ISSUES

- i. Conservation Area - no action yet

19. OTHER ITEMS OF INFORMATION

The Clerk reported on a number of items of correspondence. Items requiring noting or decision were as follows:- None

20. ANY OTHER BUSINESS

None.

21. DATE OF NEXT MEETING

It was **confirmed** that the next Parish Council Meeting is to be held on Wednesday 28th June 2017 at 7pm in St Albans Church. Cllr Croft gave his apologies in advance

The Meeting closed 7.45pm

Signed..... (Chair)

Date.....