

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 27th September 2017 at 7.00pm

PRESENT: - Parish Councillors: Mr N. Wilkie, Mrs D. Carr, Mr P Boyle, Mrs C. Wilkie, Mr C. Sharp and Mr J. Mann.

CLERK: - Mr P L Wilson CPFA

47. PARISHIONERS QUESTIONS

- i. The deputy warden of the church thanked the Council for its efforts in securing a hard-standing for the parking area near the church gate on West Lambwath Road.
- ii. A parishioner commented that she had noticed the absence of a fingerpost at the north-east end of the PROW running through Prospect House. She also reported that she had asked 4 or 5 walkers if they used the path through the garden and each one replied that they did not because of the dogs. The Chairman said that the Council has reported this to ERYC many times and that if individuals reported such incidents directly to ERYC then something might be done about it.

48. APOLOGIES

Cllrs Mrs E. Grove and S. Croft had given apologies for being unable to attend. The Council **gave consent** for Cllrs Grove and Croft to be absent from the meeting.

49. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

None.

50. MINUTES OF PREVIOUS MONTHLY MEETINGS

Monthly Meeting held on 23rd August 2017 - the minutes were **unanimously approved** as a true and correct record.

51. MATTERS ARISING FROM THE ABOVE MEETINGS

None.

52. PLANNING

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

53. FINANCE

- i. The following payments were **unanimously approved:-**
 - a. P.23 – 1/09/17 - HAPS – Grass-cutting payments for August - **£182.40**.
 - b. P.24 - 27/09/17 - P. Wilson - Clerk's net pay for August - **£167.67**
 - c. P.25 – 27/09/17 - HMRC (via Post Office) – PAYE deducted from August pay - **£41.80**.**Total £391.87.**
- ii. The Council **unanimously approved** the Bank Reconciliation as at 1st September 2017 showing **Net Balances of £20,205.16** and as checked and signed by Cllr Mrs C. Wilkie.

Initials

53. FINANCE (Cont'd)

- iii. The Council then considered the budget monitoring report for September 2017, **noting the projected overspend of £284** - reflecting use of earmarked reserves as well as current years budget. The following projected **revised balances at 31st March 2018** were **noted**:-

	<u>£</u>
a. Litter Bin	4
b. Defibrillator	26
c. ERYC Grants	864
d. Premises Acquisition	10,000
e. Potential Election	4,000
f. Transparency Code	21
g. LPP Grasscutting	0
h. War Memorial Cleanse	400
i. Unallocated	<u>4,321</u>
Total	<u>19,636</u>

- iv. The Council considered responses to the advert for a Clerk and Responsible Financial Officer to replace the current Clerk upon his impending retirement. The Council **unanimously resolved** to convene a meeting of a Personnel Committee comprising Cllrs N. Wilkie, C. Sharp and P. Boyle on Thursday 5th October 2017 to interview the 2 candidates from the Parish.

54. WITHERNWICK COMMUNITY WIND FARM FUND

The Council received an update from the Clerk on the following and **noted** the current position.

- a. Defibrillator – now on hold due to sale of pub.
- b. Benches and Litter Bins - Final claim to be processed.
- c. Planters - pending.
- d. Annual meeting of the Panel scheduled for 5th October 2017 including details of a new fund initiative. Cllr Mann said that he had been informed of this. The Clerk reminded the Council that the Council representative was Cllr Croft. Cllr Mann stated that he had been appointed representative for 3 years for purposes of continuity. The Clerk stated that he believed that Cllr Croft was the only representative and that he would check the minutes.

55. LOCAL ISSUES

- i. Conservation Area - Conservation Officer not yet available to attend a future meeting to answer councillors questions.

56. OTHER ITEMS OF INFORMATION

The Clerk reported that he had received notice from HMRC that with effect from 15th December 2017, no PAYE deductions could be paid through the Post Office. The was **noted**.

57. ANY OTHER BUSINESS

None.

58. DATE OF NEXT MEETING

It was **confirmed** that the next Parish Council Meeting is to be held on Wednesday 18th October 2017 at 7pm in St Albans Church (this date brought forward due to the Clerk's holidays).

The Meeting closed 7.45pm

Signed..... (Chair)

Date.....