

Topcliffe Parish Council

Minutes of the Annual Assembly, Annual Parish Meeting and Ordinary Meeting of Topcliffe Parish Council at Topcliffe Village Hall on Thursday 3rd May at 7.00pm

Present: Cllrs AM Barningham, L Wallis, R Beckwith, H Holt and G Key

Also present: Cllr Baker, Cllr Robson, Cllr Bardon and 3 Members of the Public

Annual Assembly

1. Nominations were requested for the office of Chairman. Cllr Barningham was proposed by Cllr Wallis, seconded by Cllr Key and approved unanimously
2. Declaration of Acceptance of Office was signed by the chairman
3. Confirmation was given that all councillors Register of Interests is up to date
4. No apologies for absence received and no declarations of of a pecuniary or other interest
5. Minutes of the previous Annual Assembly were approved
6. Chairman proposed Cllr Wallis as Vice-Chairman, this was seconded by Cllr Key and carried
7. No Other Business raised
8. Date of Next Meeting: 2nd May 2019 at 7.00pm

Annual Parish Meeting

1. No apologies for absence received
2. Minutes of the previous Annual Parish Meeting were approved
3. No Matters Arising
4. Presentation of Reports: Chairman's Report Attached
5. No other business
6. Date of Next Meeting: 2nd May 2019 at 7.00pm

Signed:
Chairman
Date:

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Ordinary Meeting

180/28 No apologies for absence received

18/029 A members of the public raised the issue of a missing kerb on the corner of Church Street, this will be looked into. Cllr Key offered congratulations to Tarmac for undertaking an excellent job with the road resurfacing, thanks will be passed to Highways Area 2 by the Clerk

18/030 Minutes of the Ordinary Meeting of the Parish Council held on Thursday 5th April 2018 were signed as a correct record

18/031 No specific County or District Councillor items of relevance to Topcliffe

18/032 Matters arising from the minutes:

- a. It was agreed to place the matter of the Playing Field Land possible transfer from Hambleton District Council on the next agenda
- b. The Clerk advised that she had applied for a small grant to help the Parish Council cover its own website requirements and possibly support the topcliffe.net site upgrade

18/033 New Agenda Items:

- c. Grass cutting arrangements were discussed. Following the tender process, only one contractor had submitted a firm price and was instructed to undertake initial cuts as the grass was becoming very long. The cost per cut is £270, compared to £244 last year. Councillors discussed this expense and showed concern that it is a very high figure, although the cutting last year was ineffective, causing villagers to complain.

Resolved the cutting be paid for this season on a cut by cut basis and tenders to be reissued to different contractors with a view to securing a lower cost

18/034 Village and Open Spaces

- d. Cabin removal needs to be done asap, Cllr Barningham will review it
- e. Light no 1 on Dovecote Mews is still out, Clerk to report again

18/035 Planning Applications:

18/00270/LBC 11 Riverside Apartments, Catton Road, Topcliffe, YO7 3RZ

Resolved the Parish Council has no comments regarding this application

18/036 Financial Matters

- | | |
|--|----------|
| f. Receipts | Nil |
| g. Payments for approval | |
| Came and Company Insurance | £1354.69 |
| Fletcher Pest Control | £ 60.00 |
| CMA Little April/May Salary Increase | £ 5.26 |
| Topcliffe & Asenby Village Hall Hire | £ 75.00 |
| h. Audit 2017/2018 - An Annual Finance Spreadsheet was circulated to councillors and Small Exemption process was explained by Clerk. | |

Resolved Small Exemption Certificate signed and associated documents to be actioned by clerk

18/037 To receive Correspondence for information only

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- i. Invitation to Ripon Scouts AGM
- j. NALC Advice re 2% salary increase for Clerk

18/038 Any other business

Weeds need to be sprayed - Cllr Baker to take up with highways

Dalton Bridge in due to be opened in late June

Lorry Watch is working well in the area as a local business has been issued with a letter
GDPR Update from Clerk, advised the Parish Council are the responsible body, further information requested regarding breaches and their impact on individual councillors

18/039 Date of next meeting: Thursday 7th June 2018

Signed:
Chairman
Date: