Kirk Smeaton Parish Council

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**Minutes** of the Parish Council meeting held on Wednesday 17th January 2018 in the Community Room, Kirk Smeaton School.

1 **Present:** Jayne Cooper; (Chairperson)

Elaine Bartlett; John Steel; Martin Donlon (Councillors)

 1 member of the public was in attendance

2 **Declarations of Interest**: There were no declarations of interest

3 It was agreed to arrange the candidate co-option process for 28th February at 7.30 pm.

4 **Minutes of the Parish Council Meeting** held on 15th November 2017 were approved and signed as a true record

5 **There were no matters arising**

6 Cllr Cooper agreed to remain as Chairperson until the next meeting in March 2018 when a new Chairperson will be elected.

7 **Public Questions and Issues:** There were no public questions.

8 **Village Green and Village Matters:**

* It was agreed to ask Gary Oaks to quote for further repairs to the Notice Board on the Village Green. (***Clerk***)
* Further CPR training would be arranged with Little Smeaton when their defibrillator arrives.
* Cllr Donlon agreed to put together a grounds maintenance specification. (***Cllr Donlon***)
* It was agreed to contact Cllr White for help with Village Green plans. (ref flagpole) (***Clerk***)
* It was agreed to go ahead with the £18.27 from NYCC for the grass cutting.
* It was agreed to order 30 hanging baskets from First Impressions and ask if they do Christmas decorations which would fit on the brackets. (***Clerk***)
* The issue of dumping on Water Lane was discussed. ***Clerk*** to ring the Council and request its removal.

9 **Highways Matters:**

* **Vehicle Activated Signs; Village Gateways.** VAS were discussed and it was agreed to take no further action on this issue for the time being. It was agreed to meet with Gary Lumb on 29th January at 8.45 am if possible to discuss the gateway on Water Lane. (***Clerk***)

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* **Parking on Main Street (**at school times) The Clerk has been informed that double yellow lines will not be considered unless the parking issue is 24/7. It was agreed to ask the school if we prepare a letter would the school send it to all parents. (***Clerk***)
* Water Lane Hedge - It was agreed to review this in the Spring (next meeting Agenda)

10 **Allotment and Cemetery:**

* Cemetery Safety Inspection - ***Clerk*** to see Dave Bastow
* It was agreed not to order another garden waste bin for the Allotment due to high cost.
* The position regarding the purchase of a grave plot was clarified. It was agreed that the person requesting the purchase must have prior association (or the deceased) with the Villages of Kirk or Little Smeaton.

11 **Correspondence:**

* **Data Protection Procedure was** discussed. ***Cllr Steel*** proposed to create a policy document.
* Teenage Outdoor area - no communication has been received.
* E-mail re one Parish Council for both Villages of Little and Kirk Smeaton received from Tony Fletcher. This was discussed by the Council. It was proposed and agreed that the ***Clerk*** check with LSPC as to whether the same request had been received by them.  If not, the clerk should then write to Mr Fletcher requesting that he raise the issue formally with LSPC (his own PC).  The response should advise Mr Fletcher that the onus would be on LSPC to contact KSPC in respect of arranging a joint open meeting to discuss this matter further.  In the event LSPC has received the request, the clerk will contact LSPC and request that they contact KSPC after their meeting to consider a joint open meeting, the format of this meeting will then be decided. KSPC has agreed not to discuss this further until additional representation has been made by LSPC.

Councillor Steel suggested that any open meeting should only go head if a ‘minimum’ representation of the parishioners from both villages were present.

* E-mail requesting funding from Jo Dickinson for charity events. The Parish Council agreed that a Grant Aid Policy should be put in place (***Cllr Donlon)***. Until this time, it was agreed to offer £50 for the charity suggested. ***Clerk*** to request the name of the charity for payment.
* **Parish Audit** - The Clerk informed the meeting that we are registered to take part in a Webinar by KPF Littlejohn (Auditors) taking place on 23rd January, showing the new forms and procedures.

12 **Planning Matters:**

* Kimberley **-** no further update
* The owners of the quarry have applied to move the entrance nearer to the A1
* 2 Hodge Lane - Planning permission granted
* 31 Springfield Crescent (2018/0023/HPA) no issues

13 **Financial Matters:**

* The Statement of Account was discussed and signed as correct
* ***Clerk*** to prepare budget forecast ASAP
* Cheque signed for: Dave Bastow December grounds maintenance £75

14 **Any other Business for information:** There was no any other business.

15 **Date of next meeting: 14th March at 7.30 pm**