

TOPCLIFFE PARISH COUNCIL

Minutes of the parish council meeting held on Monday June 14th, 2010 in the village hall

Councillors present G. Key (Chair), D. Bowman (Vice-chair), M. Bowen, A. Jameson-Allen,
Apologies NYCC & HDC Cllr Neville Huxtable, J. Heidstrom
Parishioners None

10/042 Apologies: NYCC & HDC Cllr Neville Huxtable, J. Heidstrom

10/043 It was resolved that the minutes of the meeting held on Monday May 24th, 2010 be accepted as true record and be signed by the Chairman.

Proposed by AJ, seconded by MB

10/044 Matters arising from minutes - None

10/045 Declarations of interest - None

10/046 Items from previous meetings - None

10/047 PLANNING

i) Alterations and extensions to existing dwelling at Hagg House Farm Thorpefield for Mr and Mrs Brown NO OBSERVATIONS Proposed by AJ, seconded by DB

ii) Siting of ancilliary plant in conjunction with grinder and extruder building and alterations to pet food production building at Wagg Foods, Dalton for Wagg Foods APPROVE Proposed by AJ, seconded by MB

10/048 PLAYING FIELD SUB-COMMITTEE

Some donations were made at the opening of the playing field. Lauren Atkinson should know the amount. John Heidstrom also raised some money to be donated to the Tattler. Quantity unknown as yet.

JH will find out prices of paint for sportacabin and decking.

M. Morley is adjusting the other mower this weekend.

The bowls club were thanked for allowing the use of their facilities on the BBQ day.

RoSPA will be booked.

Clerk

10/049 OPEN SPACES MAINTENANCE

i) Parishioner has reported that another litter bin has arrived outside the shop. The old bins may be being used for commercial waste rather than litter. GK to mention bin problem at shop. **GK**

Suggestion was made by DB to re-site one of the bins to outside East Lea near the bench. Need to speak to refuse collectors about re-siting bin or providing another one for East Lea. **Clerk**

ii) A new notice board is needed for outside the village hall. Enquiries will be made about cost. **GK**

iii) Pebbles needed for ginnel between Back Lane and Front Street. Enquiries will be made re cost. **GK**

10/050 VILLAGE PROJECTS

i) Sheepwash development- Number of people have shown interest in joining working party to re-engineer banks. Will take place during summer holidays.

10/051 FINANCES, CHEQUES AND COUNCIL ADMINISTRATION

i) Community Account statement – £2,621.19

ii) Business Reserve statement - £ 6,126.51

iii) Cheque for £70.88 (£5.01 VAT) written to G Key for BBQ fuel, food, equipment. Proposed by AJ, seconded by DB

iv) Cheque £381.60 (£348+£33.60 expenses) written to clerk Apr to Jun 2010 salary. Proposed by AJ, seconded by MB

v) Cheque for £634.50 written to Grantley Sawmills for picnic tables. Proposed by AJ, seconded by MB

vi) Cheque for £1656.16 written to AON Ltd. Proposed by AJ, seconded by DB

vii) Clerk has spoken to Asenby about future payment of YLCA subs. It will be shared in ratio 2:1

viii) The asset list was reviewed and updated.

ix) Clerk's salary + expenses to continue at £348+expenses per quarter until next year's review. Proposed by MB. seconded by DB

x) The annual bank reconciliation was viewed.

- xi) Stand-in auditor Jim Brame kindly agreed to carry out the internal audit of the parish council's books. This had to be arranged at short notice due to the previously chosen internal auditor, Tony Bruce being on holiday at the moment. The original internal audit dates had to be changed due to the clerk's illness. His terms of reference were as per the government guidance. Pro by AJ, sec by MB
 - xii) Tony Bruce was appointed internal auditor for 2010/11 with his terms of reference being as per the government guidance. Proposed by DB, seconded by AJ
 - xiii) Review GSO and GFO. GK will look at these and bring them to upcoming meeting. **GK**
 - xiv) Risk assessment to be reviewed by GK and brought to upcoming meeting. **GK**
 - xv) Received donation of £10 from hire of toll booth.
 - xvi) The Annual Return parts I and II were approved. Proposed by AJ, seconded by DB
- 10/052** CORRESPONDENCE
- i) Speed Monitoring Procedures - GK took this away for further reading **GK**

Next meeting: 19th July 2010 at 8pm in village hall