

Draft Minutes of the Council Meeting of Irby Parish Council held in the Church Hall on Thursday 9th May 2019 at 7.30pm.

Those present: Councillors P Bannister, M Moody E Rooke, M Jones, D Bryant

In attendance: J Waite (Clerk).

1 To elect a Chair person for 2019/20. Ref 19/26

Cllr P Bannister registered his intent to resign from the council and left the meeting at this point.

Nomination – Cllr Rooke

Proposed Cllr Moody. Seconded Cllr Bryant. All in favour

2 To elect a Vice Chair person for 2019/20. Ref 19/27

Nomination – Cllr Moody

Proposed Cllr Jones. Seconded Cllr Bryant. All in favour

3 To receive apologies and reasons for absence Ref 19/28

Cllr Bannister

4 To receive declarations of interest under the Localism Act 2011 – being any pecuniary or non-pecuniary interest in agenda items not previously recorded on Members' Register of Interests. Ref 19/29

Cllr Rooke and Cllr Bryant – personal interest in planning application DM/0732/18/FUL.

5 To approve draft minutes of the Annual Meeting of the Parish, 7th March 2019. Ref 19/30

Resolved to approve as a true record.

Proposed Cllr Bryant. Seconded Cllr Moody.

6 To approve draft minutes of the Meeting of the Parish Council, 7th March 2019. Ref 19/31

Resolved to approve as a true record.

Proposed Cllr Bryant. Seconded Cllr Moody.

7 Public Question Time 10 Minutes Ref 19/32

None raised.

8 Clerk Report. Ref 19/33

Council now have a casual vacancy – Clerk to contact NELC.

The council would like to thank Mr Bannister for all the hard work he has put in over the years, both as a councillor and with community lead projects.

A report has been received from Mr B Lingard, who is the council representative on the Stanford Trust. He will be standing down this year and another rep will be needed. The council would like to thank him for all the work he has put in over the years.

Mr Lingard has indicated that he would continue to do the village planting, and a budget of £50 was agreed.

Proposed Cllr Rook. Seconded Cllr Jones. All in favour.

Clerk to book places for each councillor on the ERNLLCA training

July 24th, September 18th and October 31st.

A Freedom Of Information request has been received from a resident. The initial request was sent in December 2018 but was not received by the council. This has led to some confusion and delay in replies, and the FOI have issued a decision notice on May 3rd 2019.

The clerk has sort advice from Ewan Robson who is the Director at IG Compliance Ltd, who are the recommended contact by the clerks association. All future request are to be handled in this way.

Proposed Cllr Rooke. Seconded Cllr Bryant. All in favour.

9. Highways / Street lighting. – To receive any report or consider any appropriate action Ref 19/34

No issues with street lights reported.

10 Financial matters. Ref 19/35

J Waite – Clerks Salary	£108.00
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J Waite – Clerks Expenses and Disbursements (receipts available for inspection at the meeting)	£20.00
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D Bryant – signs for de fib	£40.74
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Resolved to approve.

Proposed Cllr Rooke. Seconded Cllr Bannister. All in favour.

Councillors are reminded that all payments and invoices must be sent to the Clerk, with the council office details on.

Payment for overtime for Clerk. Ref 19/36.

It was resolved to pay 4 hours overtime to the clerk for work done in April.

Proposed Cllr Jones. Seconded Cllr Moody. All in favour.

Increase in working hours for the Clerk. Ref 19/37.

Due to current increase in work load for the Clerk, it was proposed to increase the hours of work from 1 hour per week to 2 hours per week, as from 1st May 2019.

Proposed Cllr Moody. Seconded Cllr Jones. All in favour.

Approval of Certificate of Exemption AGAR 18/19 Part 2. Ref 19/38.

Proposed to accept the certificate.

Proposed Cllr Moody. Seconded Cllr Bryant. All in favour.

Approval of Annual Governance Statements AGAR 18/19 Section 1. Ref 19/39.

Proposed to accept the accounting statements.

Proposed Cllr Moody. Seconded Cllr Bryant. All in favour.

Approval of Accounting Statements AGAR 18/19 Section 2. Ref 19/40.

Proposed to accept the figures stated on the accounting statements.

Proposed Cllr Moody. Seconded Cllr Bryant. All in favour.

11 Planning applications and decisions received Ref 19/41

Application DM/0732/18/FUL – Comments and objections were received by email and forwarded by the clerk to planning department. Concerns were also raised about any damage done to bus shelter whilst work is carried out.

12 Parish Matters – To receive any report or consider any appropriate action Ref 19/42

Newsletter - All councillors wished to thank Mr P Bannister for his hard work in producing the newsletter for many years. Councillors to work together to continue to produce a village newsletter.

Pond Work – no further work has been done. A grant has been submitted but no outcome has been given yet.

The following quotes were approved.

Clearance work, including work needed on willow trees. £8050 plus VAT.

Grass protection mesh to allow wheelchair access £1218.80 plus VAT.

Notice board £571.00 plus VAT

Trees and hedge plants £85.79 plus VAT

Wildflower bulbs £544.96 plus VAT

Path for access around part of pond £3850.

RSPB bird boxes £104.95.

Proposed Cllr Rooke. Seconded Cllr Moody. All in favour.

A coffee morning raised £301.60 and a donation from PCC for £225 have been received.

The planning permission for the work to the willow trees has not been granted yet, and until this is completed not work can begin.

It was proposed to set up a sub committee for Community Projects and Involvement. The committee will have terms of reference to the Parish Council and will have no financial control over spending – ALL items must be approved at a FULL council meeting. ALL invoices and quotes MUST still be submitted to the clerk, with the council official office address on, before they can be approved for payment as stated in the council Financial Orders. The committee is to comprise of a minimum of 2 councillors, and up to 8 residents.

Proposed Cllr Moody. Seconded Cllr Rooke. All in favour.

13 To receive general comments from members for consideration on the next agenda Ref 19/43

Privacy policy

Terms of reference for sub committee

Ongoing support for Clerk by IG Compliance Ltd.

14 Date and Time of Next Meeting. Ref 19/44

Thursday 4th July 2019 at 7pm

Meeting closed 9.00pm