



BILTON PARISH COUNCIL

Parish Office

Village Hall

Main Road

Bilton

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Minutes of the meeting of Bilton Parish Council held on 8th March 2016 at the Bilton Village Hall

Attendance: Cllrs. R. Garbutt(Chairman), T Hill, C Mallinson, B Gill, Mrs A Etherington, Mrs J Clayton, L Sims

Apologies: Cllrs. Mrs S Griffin-Smart, S Cocklin

<u>Minute Number</u>	<u>Minute Detail</u>	<u>Action Required</u>
<u>172/2016</u>	<u>Minutes</u> Minutes of the meeting held on the 9th February were approved as a true record. Proposed Cllr Hill Seconded Cllr Gill.	
<u>173/2016</u>	<u>Chairman's Report</u> The Chair thanked the clerk for an excellent set of minutes. Meeting went into closed session to discuss the salary structure for the new clerk. Clerk invited back after agreement reached and the meeting was reopened to all. Chairman outlined discussion with Autela regarding future salary payments and new pension Auto enrolment. Autela could not deal with the pension provision as a standalone operation. It was motioned that we continue to us Autela as our payroll provider. Proposed by Cllr Gill, seconded by Cllr Clayton. - All agreed – carried	Notify Autela of continuing payroll & pension provision.
<u>174/2016</u>	<u>Clerk Report:</u> Clerk provided details of the activities which he had dealt with during the past month. New Safes have been purchased and stored within the fireproof cabinet. Insurance company contacted with regard to the vandalism at the burial gates. The excess is £100, and we would suffer a rise in premium due to loss of our no claims history. All agreed to pursue claim. Mr Maston rang to confirm he is still willing to visit Lords Clough with us.	Clerk to pursue claim with insurance company.
<u>175/2016</u>	<u>Burial Ground</u> Cllr Clayton gave a brief report with regard to the burial ground, with no issues. Discuss took place around the purchase of a mud store, clerk gave details of the possibility of purchasing a lockable plastic box. Cllr Gill suggested that we could look to building a permanent extension to the current shelter and store surplus in there. Cllr Garbutt suggested we may be able to	Clerk to arrange to obtain markers from Everingham

	<p>Speak with the allotment to see if this could be stored in the allotment area. Cllr Garbutt to ask and report back. Clerk reported that he had sourced markers for the remembrance plots, via Everingham's follow the Chairman suggestion. They can provide marble markers, duly marked for 6 markers at a cost of £30. – Proposed to purchase – all agreed.</p> <p>Waste collection contract was due for renewal – All Agreed to renew.</p>	
<u>176/2016</u>	<p>PLANNING: No planning applications received this month. Cllr Gill has requested that the kapersky licence be put onto the notebook for planning.</p>	<p>Cllr Gill to send e-mail about concreting over grass areas on property.</p>
<u>177/2016</u>	<p>Highways: Discussion took place regarding issues raised by Cllr Clayton, clerk apologised for missing these items off the agenda. Firstly the shuttering block entrances to farm land at Ganstead East. Clerk suggested letter be sent asking if these could be changed in keeping with the area. Public right of way sign needs attention, in Ganstead West. – All agreed letter be sent.</p> <p>Cllr Gill gave a report on the state of the grass verges on the estate, including photographs. He wishes the Council to pursue Civil Enforcement to see if anything can be done. Article has been written for inclusion in the next parish booklet.</p> <p>Issue of dog poo again raised. Clerk suggested should we install a dog poo bags dispenser in School Lane, and also a bin. – Not agreed to. Lee outlined his previous attempts to deal with issue. Note placed in the booklet to ask residents to report any issues.</p>	<p>Letter to be sent to Mr Fox, Foxtons Farm.</p> <p>Clerk to contact PROW at ERYC.</p>
<u>178/2016</u>	<p>Neighbourhood Watch Stephen Dale updated Councillors on the latest crime report. 9 incidents reported. Police newsletter gave details of the response to the above number of incidents.</p>	
<u>179/2016</u>	<p>Flood Liaison: No Report. Next meeting in June</p>	
<u>180/2016</u>	<p>Emergency Plan: Visit made by MP Graham Stuart to look at the preparedness of the village in event of an incident. Articles appeared in the local press.</p>	
<u>181/2016</u>	<p>Village Hall: Cllr Hill gave a report on the Village Hall meeting. Cllr Hill reminded Council that the AGM of the Village Hall committee is due 24th May. He confirmed he is willing to stand. Formal approval to be given in April. Letter received from Village hall to utilise our telephone system to allow for them access in respect of the burglary alarm system, so nominated holders can look at the cctv to ascertain if call out is required. After discussion</p>	<p>Appointment of Representative for Village Hall</p> <p>Application of FIT registration to be</p>

	<p>it was agreed to write to Village Hall with our concerns over the use of our telephone line.</p> <p>Network meeting to be attended by Cllr Hill on Thursday.</p> <p>FIT application to be progressed.</p>	continued.																				
<u>182/2016</u>	<p>Finance: Report given by the clerk of the current situation with balances, £45,228.16.</p> <p>New financial regulations presented by Clerk and these were adopted by the Council. Proposed Cllr Hill, seconded by Cllr Mallinson – All agreed.</p>																					
<u>183/2016</u>	<p>Accounts for Payment: The following invoices were approved</p> <table> <tr> <td>Clerk Mileage Claim</td> <td>£ 34.95</td> </tr> <tr> <td>KC Tele[phone (DD)</td> <td>£ 58.81</td> </tr> <tr> <td>ERYC Supplies</td> <td>£ 84.20</td> </tr> <tr> <td>SOS Ltd</td> <td>£ 15.20</td> </tr> <tr> <td>Petty Cash</td> <td>£ 160.36</td> </tr> <tr> <td>Npower (DD)</td> <td>£ 32.25</td> </tr> <tr> <td>ERNLLCA</td> <td>£ 108.00</td> </tr> <tr> <td>A B Rooms</td> <td>£ 198.00</td> </tr> <tr> <td>United Carlton</td> <td>£ 244.43</td> </tr> <tr> <td>Stratton Facilities</td> <td>£ 9.00</td> </tr> </table> <p>Proposed Cllr Clayton Seconded Cllr Etherington – All agreed</p>	Clerk Mileage Claim	£ 34.95	KC Tele[phone (DD)	£ 58.81	ERYC Supplies	£ 84.20	SOS Ltd	£ 15.20	Petty Cash	£ 160.36	Npower (DD)	£ 32.25	ERNLLCA	£ 108.00	A B Rooms	£ 198.00	United Carlton	£ 244.43	Stratton Facilities	£ 9.00	
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<u>169/2016</u>	<p>Correspondence: List of correspondence issued, with additional letters from Citizens Advice Bureau seeking contribution. Letter from Morrison re new water pipeline. New business line charge for KC – change to latest package would see a £1 pm increase. – All agreed to update.</p>																					
<u>170/2016</u>	<p>Public Participation: No members of the public attended</p>																					
<u>171/2016</u>	<p>Items for next agenda: Agree to appoint Village Hall representative.</p>																					
	Meeting closed at 21.45 pm																					

Signed

Dated