

## Minutes of the Meeting of Skirlaugh Parish Council held on 5<sup>th</sup> May 2021

**Present:** Cllr. Corden (in the chair), Cllrs. Beaumont, Chapman, Conlon, Hakeney, Johnston, MacKee, McDonald, Shanks, Stewart.

**Apologies for absence:** Cllr. Kay.

### 1. Open Forum

Several parishioners attended the open forum, but no matters were raised with the council.

2. Cllr. Hakeney tendered her resignation. The Clerk will inform ERYC of the casual vacancy.

### 3. Election of Chairman

- **Resolved** that Cllr. Corden is re-elected Chairman.

### 4. Election of Vice Chairman

- **Resolved** that Cllr. McDonald is re-elected Vice Chairman.

### 5. Election of Committee Representatives

- **Resolved as follows:**

The vacancy on the Joint Burial Committee will be filled at a later date.

Cllr. McDonald will fill the vacancy on the Jubilee Wood committee.

Cllr. Corden will fill the vacancy on the planning committee.

Cllr. Stewart will hold the notice board key and be responsible for public rights of way.

Other responsibilities will remain unchanged.

6. The minutes of the meeting held on 7<sup>th</sup> April 2021, having previously been circulated, were taken as read.

- **Resolved** that the minutes should be approved and signed.

### 7. Matters Arising from the Minutes

(a) **Internal audit:** it was agreed not to change auditor this year, but the matter can be reconsidered for next year.

(b) **Appointment of Vicar:** reply received from the Archdeacon explaining that due to consultation on the way ministry will be provided in the future, the process of appointing a new vicar will be delayed.

(c) **St. Augustine project:** the application for Lottery funding is progressing. Mr. Hallaway has asked for old photographs of Skirlaugh.

### 8. Jubilee Wood

- **Resolved** that a quote totalling £3066 for tables, benches and litter bin is accepted.

### 9. Future Meetings

The draft risk assessment was approved and can be updated as necessary.

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### 10. Mental Health Project

Cllr. Conlon reported that a volunteer is willing to establish a men's support group; this was agreed. Cllr. Conon will write a report for a future newsletter, to be circulated to all councillors.

### 11. Funding Matters

A meeting took place on 4<sup>th</sup> May with Matthew Godfrey of Idox. It was agreed that this idea will not be pursued. Mr. J. Hallaway is willing to offer advice and guidance to groups on how to prepare a funding application.

Cllr. MacKee has drafted an application form for village groups wishing to ask the parish council for funding.

### 12. Climate Emergency Project

Cllr. Johnston has prepared a draft action plan.

- **Resolved** that this is approved.

### 13. Front Garden Competition

It was suggested that new ideas for community involvement should be explored, e.g. winter festival to coincide with Christmas lighting event; autumn scarecrow festival. Cllrs. Chapman and Stewart will liaise with the PTFA.

### 14. Planning Applications

(a) **21/00995**; single storey rear extension, Hillcroft. No comments.

### 15. Highways and Grounds Maintenance

(a) **Painting of planters:** Cllr. Conlon reported that the planters need washing, if possible with a power washer. Use of community service system was suggested. Cllr. Corden will ask the wheelie bin washing company if they can do this work.

(b) **Repairs to bus shelter:** Cllr. Corden will contact another builder.

(c) **Salt bin:** application form and photograph to confirm location received from ERYC. Cllr. Corden will speak to the nearest householder to inform them of proposed installation.

(d) **Litter collection equipment:** the FFP committee recommended that £50 from the contingency budget is used to purchase pickers and waste bags. These will remain the property of the parish council, to be lent to volunteers.

- **Resolved** that up to £50 is spent on pickers and waste bags. Cllr. Corden will place the order.

(e) **A165:** an area of the road surface near the Council Offices is in poor condition. Clerk to report this to ERYC.

### 16. ERYC Correspondence

(a) **Withernwick WFF:** Grant of £1000 available to all parish councils as a contribution towards Covid recovery work.

- **Resolved** that this grant is accepted.

(b) **Workshops:** Covid recovery and support events, various dates and venues. Cllr. Conlon would like to attend if possible. Details circulated.

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### 17. ERNLLCA Correspondence

- (a) **Online event:** re-opening of community venues.
- (b) **Youth survey:** forward to Cllr. Conlon.
- (c) **Training programme:** details circulated.

### 18. Other Correspondence

- (a) **BHIB:** renewal of insurance. Details of play equipment and sports surface to be checked with playing field committee and amended for new play equipment.
- (b) **Crown Park fence:** further query received from resident. Cllr. Corden will speak to the resident.
- (c) **Crown Park trees:** further query regarding replacing trees etc. ERYC is dealing with this matter.
- (d) **Traffic speed A165:** resident's concerns about traffic speed on A165 South Skirlaugh. Details forwarded to Cllr. Johnston to liaise with the police.
- (e) **Village Halls Network:** details of membership. Forwarded to village hall working party.

### 19. Reports from Committee Representatives

- (a) **Playing Field:** Cllr. Shanks reported that work has started on installing the new play equipment.
- (b) **Village Hall:** Cllr. Corden reported that the committee intends to hold its AGM shortly, when new members will join.
- (c) **Christmas Lights:** the FFP recommended that £900 from the contingency fund is used to purchase new lighting.
  - **Resolved** that a virement to transfer £900 from contingency budget to Christmas lights budget is approved.
- (d) **Jubilee Wood:** Cllr. MacKee requested that funding for the provision of a notice board is considered. Maintenance of the trees to be discussed. Details of keyholders to be confirmed.

### 20. Payment of Accounts

Mrs. S. Towne	476.69	April salary, ink cartridges
Lawn N Order	655.62	Cutting playing field, 2 months
BHIB	539.79	Insurance renewal

- **Resolved** that payment of these accounts is approved.

### 21. Date of Next Meeting

Wednesday 2<sup>nd</sup> June at 7.30 pm. In the large hall, Village Hall.  
Annual Parish Meeting to be held prior to July meeting.