

Minutes of the Hebden Parish Council Meeting held Thursday 5th April 2018 after the Annual Residents Meeting

Present: Cllrs, Joy, Longthorne, Coney, Hodge, Wilson

Apologies : none

Minutes: The Minutes of the meeting held 28th February 2018, which had been previously circulated, were taken as read and approved.

Matters Arising:

Data Protection Officer : Cllr Longthorne has been training for this post with the family business so felt able to take on the role. He declined a course costing £45 run by YLCA as he felt it would be unnecessary.

Visit to Emma Bancroft: The Clerk had gone to the office and gone through the details for the BPS for the Baxton Edge Allotment. There had been no changes and the rpa now accept that there are no Common grazing Rights.

New internal auditor: The Clerk was pleased to announce that Mrs Geraldine Isaacs had agreed to take over from Mr John Gardner who had done the job for many years. The Clerk will write to him giving the Cllrs their thanks for his past service.

New Web site costs and old website: It was thought that the grant from the Transparency Code should be used to renew the website for the next 10 years at a cost of £159.90. Cllr Coney will look into re-registering it to HPC as he might not be a Cllr all that time. When this is done the extended time will be paid for.

Pot holes in Hebden: Highways had replied by email to the Clerk that the officer had raised a works order for "all actionable defects that meet our intervention levels" Many have been marked with white paint. Cllr Hodge said that unless they were repaired soon the paint will disappear.

Plaque for trees planted and extended YDMT grant time: Cllr Coney had fixed the plaque to the back of the bench by the trees. Cllr Joy will send the photos taken to the YDMT. The Clerk had received notification that the grant has been extended to 30/04/19. Cllr Joy will contact Ben White when it is time to spray and cut around the trees. Cllr Coney said there was some maintenance needed and there were spare stakes available still by the wall. Cllr Joy will be meeting Mr Geoff Garrett from the YDNP shortly and will discuss the time for using Roundup and also re-cycling the plastic guards.

Correspondence

Insurance letters for new quotes as AON no longer giving cover. The Clerk was busy gathering quotes and had contacted 3 companies. She hoped to have received these before the next meeting and send them on to the Cllrs so they have the information to decide then on the new insurance company. Insurance with AON is until 31/05/18

Ilkley Cycling Club: They are running an event on Sunday 24th June when up to 1000 riders will leave Ilkley between 6.30am and 10.am. They will come over Greenhow Hill through Hebden on their way to Grassington (Feed station) and then up the dale.

Accounts

Bank statement c/a@31/03/18 £ 1,595.52

Bank statement s/a@ 31/03/18 £10,668.33

Monies received

Barclays interest £4.26

Natural England ELS/HLS grant on the Parish fields now given in 2 amounts of 75% and 25% This grant is 75% of the total less approximately £85 lost through the planting of trees on High Green. £1250.69

Payments for approval

YLCA annual subscription £121.00

Overdue street lights wayleaves to pay 20p/yr

List to be checked and updated with £1 cheques made payable to Mr R Foster and Mr B Otulakowski. Other lights will be checked and the list corrected.

Review the year end summary and the External auditor report.

The Clerk first went through the comments from the last year's internal audit and the Cllrs agreed that the points had been covered and responded to as required and as noted on the list.

The Clerk then gave the figures for the end of year summary listing the income and expenditure. These figures gave a year end balance of £12,263.85 which was matched with the bank balances of the 2 accounts.(see above)

Cllr Joy and the Clerk signed this form.

The Clerk then read out all the statements in the External Audit Return page 4 and these were discussed and comments made to ensure all steps had been correctly taken and all appropriate documents completed and with adequate systems of internal controls. The Cllrs agreed to all the accounting statements and Cllr Joy and the Clerk Ms Ely signed the PKF form.

Any other business:

The Clerk will follow up the point raised by Mr Richards that the Council hadn't received notice of the Dyke Barn conversion by the road side on the way to Grassington.

She was asked to write to Mr de Montfort as it was believed he who had put all the tree and hedge cutting over the wall in to the field.

Cllr Wilson had spoken to the new owners at Town Hill and pointed out that they were not to park on the Green. The matter will be kept under review.

Cllr Coney's children had found used balloons and small NO gas canisters in the playground. It wasn't considered that Hebden children had been sniffing the gas but it is something that will need to be watched and kept under review.

Cllr Hodge had a collection of the Definitive Maps of Hebden showing all Public Rights of Way dating from when they were all registered. It was placed in the Hebden Parish cupboards in the Institute with the other archive material.

Date of next meeting
Wednesday 23rd May 2018
7.30pm in the Ibbotson Institute

Signed..... Date.....