

Scagglethorpe Parish Council

Minutes of the Parish Council Meeting held on

Tuesday 1st May 2018

1. Apologies for absence

Councillors present: Linda Waslidge(LW), David Ackroyd(DA), Paul Prichard(PP), Paul Douthwaite(PD), Maureen Danby-Smith(MD), Ben Harris(BH), Janet Bates(JB). Also present Clerk David Sonley(DS).

2. Minutes of the last meeting

Accepted and signed by the chairman

3. Matters Arising

3.1 Defibrillator. After many attempts at contacting the primary fund raisers, JB had eventually spoken to them. They had said that the primary sponsor is still finalising his paperwork, and their intention was to donate all the money to the PC so that we could buy and install the equipment.

4. Financial Statement and Examination of Audited Accounts

- 4.1 DS had circulated the financial statement for the previous year to 31st March and there had been no transactions since then. There were no questions on the accounts.
- 4.2 DS explained that he had recently registered the PC as an employer with HMRC so that the Clerk's pay could be handled properly for Tax purposes.
- 4.3 DS circulated the internal auditor's report of last years accounts which was approved by the PC. He asked PD as Chairman to sign the Certificate of Exemption which would be sent to our External auditors, and would allow us to be exempted from an external audit. There were no comments on the auditors report.
- 4.4 DS introduced the Annual Governance and Accountability Return Documents. The Parish Council examined and approved Part 1, the annual Governance Statement for 2017/18 which confirms their belief that adequate internal controls are in place for running the Council's affairs including the preparation of the accounting statements. The statement was signed by DS as the Clerk and RFO and PD as the Council Chairman.
- 4.5 The Parish Council examined and approved Part 2, the Accounting Statements for 2017/18 which represents the total financial position of this body. It was signed by DS as the Clerk and RFO and PD as the Chairman.

5. Issues raised at the open meeting.

- 5.1 Dog Fouling. This was particularly bad down the western part of the old road. This may be due to visitors to the Ham and Cheese exercising their dogs. Also dog fouling is currently an issue in the Southfields cul-de-sac.
- 5.2 Heavy lorries passing through the village. It should be possible to carry out a traffic count during the Speed Watch survey which would give us some figures to work on. There appeared to be a large increase in the amount of general traffic passing through the village on Saturday mornings.

Scagglethorpe Parish Council

- 5.3** Speed Watch monitoring. PD, PP, MD and JB volunteered to assist with the speed watch survey which now includes all the Councillors and some spouses. We will not know how long we have the equipment for until the training meeting which will probably be on a week day. At the training event we can discuss a timetable which should include monitoring of “the school run” and a Saturday morning. In future we could consider the purchase of a permanent solar powered speed indicator, believed to be about £1700. It would be prohibitably expensive to hire one.
-

6. Correspondence/Clerks report

As the issues had been covered in the Annual Parish Meeting prior to this one, there was nothing more to report

7. Broadband

This had been discussed and updates provided at the Annual Parish meeting prior to this one so it was decided that there was nothing further to discuss.

8. General Data Protection Regulations

DS would put some material together based having participated in an online webinar on the subject. He had identified only two sources of personal information held by the PC. Firstly the emails sent by the parishioners to the PC, and the emails sent to and from respondents employed by various such as RDC. Secondly, the personal information relating to the Clerk's payments by the PC. At the present time, we are required to appoint a Data Protection Officer, a service which NALC (National Association of Local Councils) will provide. However there is an amendment to the law being tabled which would remove the necessity for small councils to appoint one.

DS has created a mail box for the PC and will use that one for official business instead of his own personal one. The new one is scagglethorpepc@hotmail.com.

9. Any other business

PD had carried out a visual inspection of the state of the three Jubilee trees in the village and had not noted any defects that may be potentially dangerous.

It was suggested that we should apply for a tree preservation order for the large beech tree in the grounds of Scagglethorpe Manor, currently being offered for sale. PD will arrange this.

10. Date of Next Meeting

Tuesday 7th August in the Village Hall

Signed by

Chairman of the August 2018 Meeting