Hayton and Burnby Parish Council

www.haytonandburnbypc.co.uk

Tel: 01759 301386 Email; clerk@jigreen.plus.com

Clerk: Joanna Green, 29 Barmby Road, Pocklington, York, YO42 2DL

**Minutes of Hayton and Burnby Parish Council Meeting held on 1st March 2018 at 7.30pm in Hayton Village Hall.**

**Present:** Cllr M Bettison (chairman), Cllr D Nicholson, Cllr S Sedcole, Cllr D Smith, Cllr C Wagstaff

J Green (clerk)

**23/18 Welcome and Apologies:** Cllr Bettison welcomed everyone to the meeting. Apologies were received from Cllr M Drewery and Cllr E Thackray.

**24/18 Declaration of Interest.** There were no declarations of interest.

**25/18 Public Participation.**  There was no-one wishing to address the council.

**26/18 The minutes of the meeting held on 1st February 2018** and the minutes of the Flood Committee held on 8th February 2018were proposed by Cllr Wagstaff, seconded by Cllr Nicholson and agreed as a true record and Cllr Bettison signed them as such on behalf of the council.

**27/18 To receive clerk's report** on matters being progressed from previous meetings

**Beck and Drainage** - the flood committee had asked the council to consider purchasing a stock of sand-bags to be available for emergencies and to protect the properties of residents who were not able to place their own sand-bags . It was emphasised that it was the responsibility of individual residents to protect their own property where they could. It was agreed to order 100 empty sandbags and sand with half to be kept at Cllr Smith's premises in Hayton and half to be kept at Cllr Nicholson's premises in Burnby.

The clerk reported that ERYC Emergency Planning department could provide leaflets about flood prevention and what to do in a flood . This information was also available on the ERYC website. It was agreed to request some leaflets for those people who did not wish to use the website.

The new drains in Burnby continue to work well. The clerk was asked to write a formal letter of thanks to the officers at ERYC who had dealt with this.

The clerk had contacted ERYC regarding the land behind Bridge Cottages and the build up of silt and gravel under the bridges. She had been told that someone would come out to look at both issues.

**General Data Protection Regulation** - the clerk had taken part in 2 training sessions about the new data protection regulations which are due to come into effect in May. The council would need new policies and procedures , which she was working on. Most worrying was the need for an external person to supervise these. The clerk had already been contacted by a commercial company offering to do this for £150. It was hoped there may be an exemption from this requirement for small councils but the advice from the Information Commissioners Office was still not clear.

**28/18 Neighbourhood Development Plan** - Cllr Bettison reported that an informal meeting had been held to set up a steering committee. Terms of Reference, an explanatory leaflet, a questionnaire and a covering letter had been drafted. These had been sent to the nominated ERYC officer for feedback. The steering group was congratulated on the progress that had been made.

The clerk had set up a dedicated page for the NDP on the Parish Council website

**29/18 Planning**

Notice of approval was received of:

Proposal: 17/04234/PLF Erection of two extensions to existing building

Location: Frame Deck Ltd Steel Fabricators Carr Lane Pocklington East Riding Of

Yorkshire YO42 1NT Applicant: Frame Deck Ltd

**30/18 To consider the re-adoption of the Standing Orders and Financial Standing Orders and Code of Conduct -** Cllr Sedcole proposed and Cllr Wagstaff seconded and it was agreed that these should all be re-adopted.

**31/18 Accounts**

Cllr Sedcole checked the bank reconciliation and balance on behalf of the council.

Bank balance £6335.00

The payments below were approved:

Clerk's salary February £145.00

SLCC training webinar £36.00

**32/18 Correspondence:**

Autela - changes due to GDPR and charges for 2018/19

Pocklington Town Council - recycling centre

Clerks & Councils Direct

**33/18 Councillors reports**

Cllr Nicholson reported that he had reported potholes in Burnby via the ERYC website.

**34/18 Date of next meeting 5th April**

The meeting closed at 8.30pm.