

**CRIDLING STUBBS PARISH COUNCIL**  
**DRAFT MINUTES OF MEETING November 11th 2015 7pm**

Members present: Alan Anderson-Coe, Lorna Haddock, Robert Klaasen, Ian Phillips

Clerk: Lynda Anderson-Coe

**1. To receive apologies for absence**

Mark Stringer, Debbie White

**2. To receive any declarations of pecuniary interest in the following business to be transacted**

None.

**3. To approve and sign minutes of the meeting held on 21<sup>st</sup> October 2015 as a true record.**

Minutes were accepted and signed.

**4. Matters arising from the minutes of 21<sup>st</sup> October**

- The Clerk reported that she had sent for further information from a company in Tadcaster who would supply a defibrillator and provide training. Funding could possibly be available from the Big Lottery and the Clerk would investigate this.
- The friending service have supplied a leaflet with further information. It was agreed that this would be displayed on the Notice Board.
- Bus subsidy. An email had been received from CEF East enclosing a survey. It was agreed this was not relevant to us and RK confirmed he would be attending a meeting in December with CEF South.

**5. Public question time**

No members of the public were present.

**6. Correspondence**

- An email had been received from a resident who expressed concern that information was not readily available. The Clerk was asked to respond.
- An email had been received which suggested that funding for open spaces might be available from Tesco's. This was not immediately relevant and would be filed.

**7. Risk Assessment**

The draft risk assessment was discussed. It was agreed that most items were of low or medium risk given the size of the Council and the volume of business. However 2 items were considered to be of higher risk than that specified.

(a) Precept. Given the very low level of the precept, any unexpected expenditure could have serious consequences. This would be re-visited at the next meeting when the precept would be set. It was proposed (IP), seconded (RK) and agreed that this item should be raised to Medium Risk.

(b) The storage of Parish Council files and records. It was agreed that backups of all computer files should be done to the cloud, and that old files should be archived to Selby DC.

The Clerk reported that some funding was available to Councils to help with the Transparency Regulations and that this could include the purchase of a laptop and a scanner. It was agreed that application should be made, and that some files could then be scanned and stored.

**9. Payments**

No payments were required other than the re-issue of cheques previously agreed. The Clerk, in her position as RFO, reported that the bank statements still had not been received but that there had been no expenditure, so the position was as at the last meeting. It was agreed that LP would investigate moving the account to another bank.

**8. Preliminary Budget 2016/17**

The Clerk would be attending a meeting the following week at Selby DC in connection with the setting of the precept and it was proposed (IP), seconded (AA-C) and agreed to postpone discussion of the budget and precept until the next meeting when the clerk could provide further information.

**9. Training**

The Clerk reported that she had attended very helpful training in connection with the safety of the play area.

RK agreed to undertake a regular weekly inspection of the play area to supplement the annual inspection by an accredited RPII (Registered Play Inspector International) inspector. The Clerk agreed to organise such an inspection.

**10. Grass Cutting**

The final cut still had to be completed.

The verges on Wrights Lane leading to Northfield Lane were still causing concern and a quotation had been received for the cutting. However, as the farmer was obligated to make two cuts a year it was agreed to allow him time to do so.

**11. Planning applications**

There are no recent applications to consider.

**12. Reports from various meetings**

The DQL meeting had been postponed.

**13. Play Area Report**

Nothing more to report.

**14. Minor items and items for the next agenda**

None

**15. AOB**

None

**16. Date of next meeting**

9<sup>th</sup> December 2015 7pm

Signed:

Alan Anderson-Coe, Chairman