

Minutes of the Extra Ordinary Meeting held on 18 December 2018 in Hutton le Hole Village Hall.

Present Cllrs. H Pettiford (Chair), S Bentley, R Strickland, T Shephard.

1. Apologies were received from Cllr Dangerfield.
2. There were no dispensation requests or declarations of interest under the Members Code of Conduct.
3. Public Session - No members of the public were present.
4. The minutes of the meeting held on 28 November 2018 were approved.
5. There were no matters arising from the minutes not covered elsewhere on the agenda.
6. No planning applications from NYMNPMA had been received since the previous meeting. Should an application be recorded the detail is made by the authority pursuant to section 47 of the Copyright, Design and Patents Act 1988. Permission has been received from the relevant planning authority to share the information contained solely for the purpose of the consultation.
7. No decisions had been made by NYPNMA and NYCC in respect of the village since the previous meeting.
8. It was resolved that one name be removed from the present Bank Mandate and that the Authorised Signatories identified on the new Bank Mandate may in accordance with the Signing Rules sign cheques for payment by Hutton le Hole Parish Council as specified in the Council's Financial Regulations.
- 9) Employment related matters:
 - a) Councillors agreed to adopt the Expenses Policy as presented.
 - b) Councillors considered and agreed the content of a Contract of Employment for a clerk based on NALC guidelines and noted the contents of the job description as presented.
 - c) The Council was unable to authorise a final payment to Ms Brown as all current HMRC related details were not available. Council resolved to seek advice on the matter in order to make payment.
 - d) The Council resolved to make further contact regarding the documentation, the property of the Council that has yet to be returned.
 - e) The Council resolved to make enquiries regarding the management of the Payroll.
10. The Council appointed Cllr H Pettiford as their representative at YLCA Branch Meetings for 2019. Other councillors to attend if deemed necessary.
11. Village
 - a) Cllr Bentley reported that work on the grass banks was continuing along with mole control. Some of the bushy alders on the beck side were to be trimmed to prevent areas becoming overgrown and fencing repairs continue to be assessed.
 - b) There were no comments from councillors regarding work completed. A request was made for inspection of the hedge below Pantiles with a view to pruning where necessary.

12. Financial Matters

- a) The Council received and agreed the update in respect of funds held and money movement since the meeting held on 28 November 2018.
- b) The Council agreed to the payment of cheques according to the list provided.
- c) The Council reviewed the current year budget and spending. It then assessed income and expenditure with the provision for contingencies/reserves for the next Financial Year as presented. The budget was approved and the application to RDC for the Precept for 2019/20 was set, as last year, at £5,250.
- d) Councillors noted the changes regarding new pay scales for clerks 2019/20 to be implemented from 1 April 2019 as presented.

13. Information from Councillors/Clerk.

Cllr Strickland reported that areas of Common Land where damage had occurred had been inspected by himself, 2 other members of the Court Leet, and Cllr Bentley. After consideration it was decided that stones should be set in the areas affected to prevent further damage. The work is to be carried out in liaison with George Winn Darley. The project would not impede passing places.

14. Information from Chairman

The Chair reported that the 2nd Grant Claim Form in connection with the caretaker grant had been submitted to NYMNPA on 18/12/2018. Information had been received, though not yet confirmed, that future claims are to be made on an annual basis.

15. The next meeting to be held on 29 January 2019.