

## Minutes of the Extra Ordinary Meeting held on 18 February 2019 in Hutton le Hole Village Hall

Present Cllrs H Pettiford (Chair), S Bentley, R Strickland, D Dangerfield

1. Apologies were received from Cllr Shephard.
2. There were no dispensation requests or declarations of interest under the Members Code of Conduct.
3. The minutes of the meeting held on 29 January 2019 were approved.
4. There were no matters arising from the minutes not covered elsewhere on the agenda.
5. Public Session – No members of the public were present.
6. The Council resolved that Members of the press and public be excluded from the meeting for Agenda Items 7 a) & b) as the Council considered publicity would be prejudicial to the public interest given the confidential nature of the business to be transacted.

Public Bodies (Admissions to Meetings) Act 1960.

7. Employment related matters.

a) A report, with recommendations, was received from the interview panel regarding the candidates who attended for interview on 12 February. Following discussion the Council resolved that the preferred candidate be offered the position of Clerk and RFO and the Chair was authorised to communicate the offer and notify the other candidates accordingly.

b) The Chair reported that a cheque to cover final salary payment and holiday entitlement had been sent to Ms Brown by registered post on 31/1/2019 with a request regarding the return of documents as per list. No response had been received by the date requested and the Council instructed the Chair to contact YLCA for advice.

c) The Chair reported that the documents to confirm acceptance of the services of Moore Stephens regarding future management of the payroll and the cheque to HMRC had been delivered on 31/1/2019; a starter pack had been received for the clerk to complete on appointment.

8. The Council reviewed its Standing Orders and Financial Regulations and agreed the contents of both documents for the forthcoming year subject to any changes in legislation.

9. The Council resolved to accept the amendment to the dates for submission and payment of caretaker invoices to assist administration and that this be formalised with immediate effect.

10. The Chair was authorised to investigate the matter of finding an internal auditor.

11. Councillors noted receipt of the information regarding a Review of Local Government Ethical Standards by the Committee on Standards in Public Life and that YLCA would keep member councils updated regarding recommendations in the report which relates to Model Code of Conduct for Councillors introduced with the Localism Act 2011.

## 12) Financial Matters

a) The Council received and agreed the update in respect of funds held and money movement since the start of the financial year.

b) The Council agreed to the payment of cheques according to the list provided.

Cheques:

Village Maintenance £312

## 13) Village

1. Cllr Bentley reported that during January further fencing had been primed and some repairs had been carried out. Moles continued to be a problem. Drains and ditches had been cleared.
2. There were no comments received on work completed in January.

14) To receive information from Councillors regarding:

Delegated matters and Meetings attended since the last council meeting 29 January 2019.

The Chair reported her attendance at the YLCA Branch Meeting in Malton on 5 February.

Report:

The Yorkshire Associations were formed 75 years ago and this will be celebrated at Ripon Cathedral in October where it is hoped that local bands and choirs will perform and the achievements of councils will be acknowledged.

The meeting was informed that NALC had supported the Branch resolution regarding the treatment of smaller authorities asking government to consider the impact of new measures on these bodies and where necessary to provide funding to assist implementation. The YLCA Joint Executive Board had considered the Branch resolution regarding emergency service masts which it supported. Unfortunately Stuart Nelson was not present to give an update on this matter but it was reported that a meeting for councils to attend had been provisionally arranged for 9 April with K Hollinrake MP and EE in attendance. The review of the Local Government Ethical Standards was discussed and reading of chapter 5 was recommended. YLCA will keep councils informed regarding the review.

15. To receive information from the Clerk including correspondence received:

Letter – from Hutton le Hole Bowls Club FIO.

Letter – from NYMNPA regarding Parish Member Appointments.

Email – Environment Forum hosted by RDC 20 February 7pm Ryedale House Malton.

Email – Parish Liaison 6 March 7pm Ryedale House Malton. Awaiting agenda.

Email – SAPForum 7 April 7pm Band Room Farndale. Awaiting agenda.

16. Questions to the Chairman and information from the Chairman.

The Chair reported:

a) That Stuart Nelson had responded to the council's letter of support regarding a meeting to discuss mobile phone coverage and indicated that 9 April was likely but yet to be confirmed.

b) That RDC had been asked about notices regarding the forthcoming election and was informed these would be sent by email with a link to print at the beginning of March.

17. The date of the next meeting 20 March 2019.