

HAMPSTHWAITE PARISH COUNCIL



Minutes of the ordinary meeting of HAMPSTHWAITE PARISH COUNCIL on 28th April 2021 which was held remotely via a Zoom meeting.

Commenced: 7.30pm

Concluded: 8.31pm

Present: Cllr Brown (Chairman)

Cllr Howard

Cllr Fairfoot

Cllr Collett

Cllr Jennings

Clerk: R. Crabtree

2021/093 Introduction from the Chairman

Cllr Brown welcomed all to the meeting.

2021/094 Public participation

No public were present.

2021/095 To receive apologies and approve reasons for absence

Apologies were received from Cllr Backhouse and Cllr Jennings and reasons approved.

2021/096 Declarations of interest

a) To receive any declarations of interest not already declared under council's code of conduct or members Register of Disclosable Pecuniary Interests

Councillor Howard declared an interest in 2021/098a - Memorial Hall refurbishment.

b) To receive, consider and decide upon any applications of dispensation

None received.

2021/097 To confirm the minutes of the meeting held on 22nd March 2021 as a true and correct record

Resolved to approve the minutes of the meeting held on 22nd March 2021 as a true and accurate record.

2021/098 Matters requested by councillors and Clerk

a) To consider and approve the application form for a grant towards the refurbishment of the Memorial Hall and the Parish Council to submit it as owner of the Memorial Hall (GH)

The application form was discussed and Cllr Howard answered queries raised by Cllrs.

Resolved to approve and submit the grant application form.

b) To confirm membership of the Memorial Hall Working Party (Clerk)

Resolved that Cllr Fairfoot will become a member of the Memorial Hall Working Party

c) To agree a permanent representative of the Memorial Hall Committee (HB)

Resolved to defer to the next meeting.

d) To consider and agree arrangements for the upcoming meetings and the Annual Report due to current legislation and Government guidance (Clerk)

It was noted that it has been confirmed that Parish Councils are unable to hold remote meetings from 7th May 2021 after a court hearing held on 28th April 2021.

Resolved that the meetings due to be held from 7th May will be cancelled and the Parish Council will delegate powers to the Proper Officer under the Scheme of Delegation after the Annual Meeting of the Council until face-to-face meetings can commence. This will be no earlier than 21st June 2021 and dependent on restrictions at the time.

e) To consider and agree the arrangements for the litter pick

Resolved that the litter pick will take place on the weekend of 22nd and 23rd May. Cllr Brown and Cllr Howard agreed to work together to prepare for it including purchasing the equipment needed up to a cost of £50.00, preparing the required documents including the Risk Assessment and preparing posters to advertise the event.

f) To consider and agree arrangements for the Feast Cabins

Resolved that the Community Payback team are to complete the repair works in the cabins and externally to ensure it is fit for use. Cllr Howard agreed to arrange this and he will be reimbursed for any purchases he makes. The Clerk will prepare an insurance claim.

g) To consider and agree arrangements for the telephone kiosk

Resolved that the Clerk is to contact BT and confirm that the Parish Council would like to adopt the telephone kiosk and request them to contact the District Council to carry out a consultation as stated in the terms.

h) To note the Clerks resignation and agree necessary arrangements (Clerk)

All councillors sadly accepted the Clerks resignation and thanked her for everything she has done for the Parish Council.

Resolved that the Clerk will arrange the documents and advertise the position with YLCA.

2021/099 To adopt the following policies:

a) Scheme of Delegation

Resolved to adopt the policy

b) Face to Face Meetings Risk Assessment

Resolved to adopt the policy

c) Code of Conduct

Resolved to adopt the policy

d) Information and Data Protection Policy

Resolved to adopt the policy

e) Risk Assessment

Resolved to adopt the policy

f) Security Incident Policy

Resolved to adopt the policy

g) Statement of Internal Control

Resolved to adopt the policy

h) Litter Pick Risk Assessment

Resolved to amend the risk assessment and agree at a later date.

2021/100 To note matters for information and items for inclusion on the agenda of the next meeting

Agenda items are to be sent to the Clerk a week in advance of the meeting.

2021/101 To confirm the date of the next meeting as Wednesday 5th May 2021

Resolved that the Annual Meeting of the Council is to be held on 5th May 2021 at 6pm.