**Scrayingham Parish Council**

**Minutes of the Scrayingham Parish Council Meeting**

**Held on Monday 4th September 2023**

**At 19:00hrs in Leavening Methodist Hall**

**Attendees:**

Jo Booth (Chair) (JB)

Phil Jones (Vice Chair) (PJ)

Hugo Hildyard (HH)

Stuart Wood (SW)

Nigel Prewett (NP)

**Not Present**:

N/A

JB thanked all for attending.

**1. Minutes of Previous Meetings**

1. The Minutes of the AGM/ APM Meetings held on 05/06/23 were read and approved by all who attended.

**2. Financial Statement/Audit/Authorisation of Payments and Subscriptions**

a) Cheques signed (JB/ PJ) as follows;

- PKF Littlejohn for outstanding fine of £336 (NY0487)

(PJ) would like this fine to be contested. (JB) has already done so, but will question it further. PJ/JB agreed to sign now so as not to incur further fines through chase letters.

- Zurich Municipal for Parish Council Insurance of £196

b) PJ/ JB signed the mandate form for SW to be added as a bank signatory.

JB confirmed previously by email that Mervyn Stone and Janet Devos have been removed from the bank account.

JB asked whether HH or NP would like to be on the bank mandate too, both have said that they will if necessary, but for now, we will leave it to three Councillors (PJ/ SW/ JB)

**3. Vacancy Councillors**

a) There are currently two vacancies for Councillors. These are advertised on notice boards, village WhatsApp groups and LinkedIn. No interest so far.

**4. Vacancy Clerk**

a) No interest in the Clerk position so far. It is advertised on notice boards, village WhatsApp groups and LinkedIn.

b) (JB) proposed that as we have had no interest in the Clerks position, and the administration is now in-hand, that we consciously choose not to have a Clerk and JB will continue to do the work unpaid. (Thus, not tying up £800 in the budget). JB has been in touch with Sheena (YLCA) to confirm that it is ok to do this and the steps that are required. (All) agreed that if JB was happy to keep doing the Clerks administration, then we will progress this way going forward from the next meeting in December and review it every 6 months. (JB)’s work will be inspected periodically by others on the Council to oversee.

**5. Update on AGAR submissions**

a) (JB) has received a closure letter for FY 21/22

b) (JB) is responding to all queries from PKF Littlejohn with the assistance of Carrie Pillow (external auditor). A return visit to Carrie Pillow was required, but she did not charge for this visit.

c) FY22/23 AGAR is currently under review by PKF Littlejohn. We have not received the final submission fee of £252 as yet but should receive this when review is complete.

**7. Newsletter approval**

a) (JB) keen to get the newsletter approved and issued so the defibrillator cards can be distributed. (All) agreed on how the proposed content should be altered. (JB) to arrange for these amendments. (JB) to distribute these newsletters in Scrayingham, (SW) volunteered to distribute the ones in Leppington.

**8. Village linesman**

a) (PJ) to update (JB) as to when he will take over mowing responsibilities from Mr Stephen Day.

**9. Village event**

a) (JB) to speak with Caroline Goodrick for the £300 that she previously agreed to contribute towards a village event.

b) (JB) posed the question as to whether we should spend this on a village event, or training. (All) agreed it would be better to put it to something for everyone, so will be used on an event.

c) Unfortunately due to weather, the field that was destined for the rounders match/ bbq cannot be used, so we need to find another venue. (JB) to ask Andy Nicholls if he has a flat piece of land. (SW) to enquire with Westow Cricket club.

**10. Highways/ Drainage**

a) (NP) raised that there are still issues with potholes on Scrayingham roads. (JB) agreed to contact Highways again.

b) (JB) updated all about the survey conducted by Yorkshire Water and their plans to split the pipe outside of Village Farm/ Mullins cottage into separate waste and surface water pipes before it is piped/ ditched down the field. JB has attempted contact with Gary Collins but has not heard anything further as yet. (JB) has also spoken with George Winn-Darley to ask that he has the quotes readily available for the time when further discussions are held.

c) (JB) to make enquiries with the Council/ Highways regarding the possibilities of moving the 30mph back to the end of the village (by Buttercrambe Bridge) It is currently national speed limit from the Riding School to Buttercrambe Bridge.

**11. Telephone boxes**

a) Leppington telephone box is not in need of a refurb at this point.

b) Scrayingham telephone box requires a sand/ repaint. Unless we can get some willing volunteers to repaint it, (JB) to ask the Estate if their team are willing to do the work and provide us with a quote for such. The paint required is a specific paint for telephone boxes, so this will need to be sourced.

**12. Bench at pond Scrayingham**

a) (JB) has submitted the Structures License to the Council for the bench that is already purchased as part of the S106 grant to be situated next to the pond. Awaiting response. Once the bench is put in place, it will need to be added to the Asset Register and fall under Scrayingham Parish Council insurance.

**13. Notice board**

a) Sign for Scrayingham Noticeboard is ready to be put up. (NP) volunteered to do this. (JB) to arrange for one to be made for the Leppington noticeboard.

**14. AOB**

 a) (JB) issued budget review by email prior to the meeting. Current account balance £6131.68. Balance after budgeted items £4127.38 but some will need to be kept in reserve in case of further PKF fines and unforeseen payments. All councillors asked to consider what we may want to spend some of the remaining on towards the end of the FY.

- Bench towards the middle of Leppington. Potentially replace the bench (potentially as a commemorative bench for the two centurions that lived in the village.) (SW) to ask residents if this is something that they would want and get quotes.

- Install/ Replace the bench at the other end of Leppington.

Meeting closed at 19:37hrs. Next meeting 4th December 19:00hrs.