

South Ferriby Parish Council

**Minutes of the Annual Parish Council Meeting held on Monday 8th May 2017 at 7.05pm
in South Ferriby Parish Hall, Horkstow Road, South Ferriby**

Present

Cllr Roy Holloway (Chairman)

Cllr Noreen Cecil-Purvis

Cllr Sara Haddon

Cllr Sharron Sibson

Cllr Dewi Bennett

Cllr Alan Fisher

Cllr Dave Mouncey

Public Participation

- Query regarding why the Parish Council are not actively seeking potential bidders for the Nelthorpe Arms. Why has there been no paper communication with the village, to notify them that the Parish Council would facilitate a bid? Would members support the purchase of the village shop if that were to be put on the market? Not everybody has internet access and therefore Facebook notifications would be missed. The Parish Council should have done more as there is evidence that there are residents who would like to purchase the pub.
- PC members felt that they could use the Low Villages Newsletter to communicate more effectively with residents and with hindsight they should have done more.
- Card received from Ruth and Tim Hamer thanking the Parish Council for their assistance with Ivy Hamer's memorial bench.
- EA's pond work begins tonight.

080517/ACM1 Election of Chairman and to receive the Chairman's Declaration of Acceptance of Office

Cllr Haddon nominated Cllr Holloway for the position as Chairman and this was seconded by Cllr Bennett. No other nominations were received and Cllr Holloway was unanimously voted into office and the Declaration of Acceptance of Office signed.

080517/ACM2 Election of Vice-Chairman

Cllr Mouncey nominated Cllr Fisher for the position as Vice-Chairman and this was seconded by Cllr Bennett. No other nominations were received and Cllr Fisher was unanimously voted into office.

080517/ACM3 Apologies and Reasons for Absence

Cllr Heathfield – work commitments.

080517/ACM4 Declarations of Interest

- a) No declarations of interest by any member.
- b) No dispensations issued.

080517/ACM5 Internal Audit 2016/2017

Report from Public Sector Audit was received and recommendations noted and approved.

080517/ACM6 Annual Governance Statement 2016/17

- a) The Chairman read out the Governance Statement for Member's consideration.
 - b) Members resolved the approval of the Governance Statement.
 - c) Governance statement was signed and dated by the Chairman and Clerk.
- Proposed: Cllr Fisher, seconded: Cllr Bennett.

Signed: _____

Position: _____

Date: _____

South Ferriby Parish Council

080517/ACM7 Annual Accounting Statement 2016/17

- a) The Chairman read out the Accounting Statement for Member's consideration.
- b) Members resolved the approval of the Accounting Statement.
- c) Accounting statement was signed and dated by the Chairman.

Proposed: Cllr Fisher, seconded: Cllr Mouncey.

080517/ACM8 Election of Meeting Representatives

Following discussion, Councillors were elected to represent the Parish Council at the following outside meetings and events:

- a) **Cemex Liaison Representatives** – Cllrs Haddon, Mouncey and Cecil-Purvis.
- b) **South Ferriby Parish Council Flood Protection Representative(s)** – Chair of South Ferriby Parish Council Flood Protection Committee plus one other committee member.
- c) **Low Villages Forum Representatives** – All Parish Councillors.
- d) **Police/NATS Committee Representatives** – Primarily Cllr Mouncey and rest of Council if Cllr Mouncey is unavailable.

Proposed: Cllr Fisher, Seconded: Cllr Mouncey.

080517/ACM9 Election of Committee Representatives

- a) Personnel Committee - the council considered and agreed its continuation with Cllr Bennett as Chairman. Cllr Haddon and Cllr Cecil-Purvis were appointed.
- b) South Ferriby Parish Council Flood Protection Committee – Further to Cllr Haddon's pre-circulated note (see attached), discussions ensued regarding the formation of this committee. Cllr Cecil-Purvis commented that she was disappointed that only four members had been privy to discussions regarding the formation of this committee before this evening. Cllr Bennett commented that he hoped it would not be a distraction or cause delays to the EA. Cllr Haddon advised that she felt it would be a good idea to have non-parish council representatives on this committee, such as when the Flood Relief Fund met. It was agreed that Cllr Haddon would be Chair and Cllrs Mouncey, Bennett and Holloway will also sit on the committee. Committee to meet before June's Parish Council monthly meeting.

Proposed: Cllr Haddon, seconded: Cllr Holloway.

080517/ACM10 Policies and Procedures

- a) Standing Orders and Financial Regulations.
 - i. The NALC model Standing Orders (2015) were reviewed and approved.
 - ii. The NALC model Financial Regulations (2016) were reviewed and approved.

Proposed: Cllr Fisher, Seconded: Cllr Bennett.

- b) Asset Register – after discussion the overhauled asset register document was approved. Clerk to contact insurers with updated asset information.
- c) The Data Protection policy was reviewed and approved.
- d) Risk Assessment policy was reviewed and it was resolved that Cllr Cecil-Purvis will report back with any recommended changes.
- e) The Child Protection policy was reviewed and approved.
- f) The Safeguarding Vulnerable Adults policy was reviewed and approved.
- g) The Complaints Procedure was reviewed and approved.
- h) The Grievance policy was reviewed and approved.
- i) The Disciplinary procedure was reviewed and approved.
- j) The Member/Officer Protocol was reviewed and approved.
- k) The Equal Opportunities policy was reviewed and approved.
- l) The Health & Safety policy was reviewed and approved.

Signed: _____

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- m) The procedure for handling requests made under the Freedom of Information Act 2000 was reviewed and approved.
 - n) The Model Publication Scheme was reviewed and approved.
 - o) It was discussed and resolved to adopt the General Power of Competence.
- Proposed: Cllr Bennett, Seconded: Cllr Haddon.

080517/ACM11 Assets of Community Value – Nelthorpe Arms Public House

The interim moratorium period of six weeks, during which an eligible 'community interest group' can submit a written request to be treated as a potential bidder for the property ends on the 10th May 2017. During the public participation section of tonight's meeting it was noted that there is evidence of interest in the village to purchase the pub. Members felt that in light of such information it would be remiss of them to not try and facilitate such a bid. The full moratorium period of six months is triggered if a valid written request is received. This period is intended to give the community group time to assemble a bid and, if successful, complete the purchase. However, the owner is not obliged to sell to the community group. The full moratorium period will end on 29th September 2017. It was resolved for the Parish Council to write to Chris Fairbrother, Estates Services Manager to trigger the next stage in the process. Once triggered, the Parish Council will engage with residents to move this forward.

Proposed: Cllr Bennett, seconded: Cllr Fisher.

080517/ACM12 Grounds Maintenance Contract 2017

One tender has been received from Martyn Snell, MKS Groundcare Limited, who has quoted £55 plus VAT per occasion. It was agreed not to proceed with this contractor.

Cllr Holloway has been in contact with Mark Nettleton, a grounds maintenance contractor who performs work for Barton Town Council. Clerk to contact Barton Town Council for a reference.

Signed: _____

Position: _____

Date: _____