**Minutes of the Parish Council Meeting held on Tuesday 4th July 2023 at 7pm in Millington Village Hall.**

Present: Cllrs Cawood, Smith, Willoughby, Burley and Morgan. Ward Cllr Hammond was also in attendance.

**PARISH COUNCIL MEETING**

**OPEN FORUM**

Nothing was discussed here.

**Meeting started at 19:03**

2023.74 WELCOME AND APOLOGIES

Cllr Swanborough had given her apologies at the last meeting.

Cllr Cawood notified the PC that Cllr Tait had resigned as Cllr. ACTION: Clerk to send vacancy notice to ERYC and Cllrs.

2023.75 DECLARATION OF PECUNIARY AND NON-PECUNIARY INTEREST– None.

2023.76 MINUTES OF THE MEETING HELD IN JUNE

It was agreed that that these were a true and accurate record and were signed by Cllr Cawood.

2023.77 WARD COUNCILLOR REPORT

Ward Cllr Hammond reported that ERYC have cleared the spring near Spring House and inspected the stream which is in working order. It has been agreed that the issue is with the combined sewer and ERYC have contacted Yorkshire Water asking them to resolve this issue.

Ward Cllr Hammond has spoked to ERYC regarding the damaged art installations and confirmed that they are owned by ERYC. The Economic Development Scheme have agreed to find money in their budget to repair the broken cow tie.

The devolution deal agreed by both ERYC and Hull is the Mayoral option. Both ERYC and Hull Council will be negotiating terms and it will go out to consultation by the end of the year.

2023.78 MATTERS ARISING (topics not covered elsewhere on the agenda)

Outstanding Register of Interest Forms

Cllrs Cawood and Morgan handed their completed forms to the clerk. Cllrs Smith, Burley and Swanborough have outstanding forms.

Potholes, loose kerbstones and grass verges

The clerk had reported all potholes, loose kerb stones and the grass verges to ERYC in June. Cllrs confirmed no work had been carried out on any of these. ACTION: Clerk to forward information to Ward Cllr Hammond to progress.

2023.79 ACCOUNTS

The clerk had sent the accounts reconciliation, schedule of payments, bank statements and invoices, prior to the meeting. All payments except for the internal auditor had been made prior to the meeting.

Sharon Cawood - £32 (thank you cards)

Adrian Roberts - £21 (contribution to printing Parish Matters)

Emma Fletcher - £175 (internal audit)

Samantha O’Connor – Clerk salary (June)

Samantha O’Connor – Clerk expenses - £5.63 (June)

Cllrs Willoughby and Morgan reviewed and signed the invoices and schedule of payments.

Cllr Morgan reviewed and signed the bank statement and accounts reconciliation.

2023.80 BONFIRE AND CHIRSTMAS EVENTS PLANNING

A discussion was held, and the date of 4th November was confirmed for the bonfire event and the 1st December for the Christmas event. It was agreed that members of the PC would organise a social meeting to discuss plans further. It was also agreed that tickets for the bonfire would be £10 per adult and £5 per child.

ACTION: Cllr Willoughby to produce something for the Parish Matters.

2023.81 WILKINSONS TRUST NEW TRUSTEE

Lynn Berriman’s email asking for a further trustee was sent to all Cllrs prior to the meeting. Cllr Smith is currently the Cllr who represents the PC and no other Cllr could commit to the role.

2023.82 D-DAY 80 EVENT

The clerk had circulated the email regarding this event to all Cllrs. The clerk asked Ward Cllr Hammond if ERYC were likely to offer any grants for this. At this stage, there was no news of any grants.

Lynn Berriman had emailed the clerk offering information on those who served. This was noted by members, and it was agreed that the PC were happy to take part in the lighting of the beacon and that this should be kept on as an agenda item until more funding information is obtained. ACTION: Clerk to keep on as a rolling agenda item.

2023.83 INTERNAL AUDIT REPORT

The clerk had circulated this to all Cllrs prior to the meeting. The report was positive and confirmed that financial regulations and measures are being adhered to. The report is published on the PC website.

2023.84 STANDING ORDERS AND AMENDMENTS (to include new financial standing orders document)

The clerk had tailored the model document and circulated to all Cllrs. The clerk added a document detailing payments that do not need authorisation, as they are mandatory payments. All were happy with the document. Cllr Willoughby proposed to adopt the standing orders, Cllr Smith seconded this and all agreed. ACTION: Clerk to publish the documents on the website.

2023.85 CORRESPONDENCE AND COMMUNITY ISSUES

The clerk had sent a National Highways and Transport Survey to all Cllrs. ACTION: Cllr Willoughby to complete the survey.

The clerk forwarded information regarding a Hedgehog Highway project that involves installing hedgehog fencing in gardens. This was discussed and agreed that the hedgehog gates would be better suited to suburban housing estates where there are no natural gaps in boundaries. For any resident who wishes to purchase one of these gates, use the link <https://hedgehogsrus.co.uk/hedgehog-highway-project>.

The clerk noted that the Woldgate sponsored walk will be taking place on the 21st July.

2023.73 DATE OF NEXT MEETING

5th September at 7pm in the Village Hall. The clerk noted that she will be on annual leave from the 1st to 14th August inclusive.

**Meeting closed at 19:58**

Signed as a true and accurate record of the minutes.