**Minutes of the Parish Council Meeting held on Tuesday 3rd October 2023 at 7pm in Millington Village Hall.**

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

**PARISH COUNCIL MEETING**

**OPEN FORUM**

Nothing was discussed here.

**Meeting started at 19:10**

2023.99 WELCOME AND APOLOGIES

Cllr Willoughby had given her apologies at the last meeting.

The clerk noted that Councillor Smith had resigned from the PC. There are now two vacant seats.

2023.100 DECLARATION OF PECUNIARY AND NON-PECUNIARY INTEREST– None.

2023.101 MINUTES OF THE MEETING HELD IN SEPTEMBER

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

2023.102 WARD COUNCILLOR REPORT

ERYC are holding a Design Code Teams meeting on the 11th of October for Parish Councils.

The recently repaired pothole on Grimthorpe Hill was discussed, and it was reported that ERYC have filled in the wrong one. A description was given to Ward Cllr Hammond and confirmation that this had already been reported. Ward Cllr Hammond will progress this. Ward Cllr Hammond stated that ERYC are trialling a new tarmac that is designed to last longer.

The ‘mud on the road’ signs will be cleared away by ERYC.

Councillor Morgan reported that the road markings on the crossroads have worn away. Ward Cllr Hammond will report this.

The new bus service is due to go out to tender next month, so ERYC should have details of the service before the end of the year.

Ward Cllr Hammond asked if ERYC had contacted the PC regarding the cow ties. Ward Cllr Hammond noted that ERYC have agreed to take over maintenance of these and will pay for the replacement. Cllr Cawood informed him that they had, and she had asked that they arrange a site visit with her so she could show them the damaged tie. This did not take place and ERYC conducted the site visit by themselves and could not find the tie.

2023.103 MATTERS ARISING (topics not covered elsewhere on the agenda)

Potholes, loose kerbstones and grass verges

Ward Cllr Hammond took photos of the pothole outside the Village Hall prior to the meeting.

Ward Cllr Hammond has chased the progress of the loose kerbstones, but no work has been carried out yet.

The entrance to Millington Woods is scheduled for repair.

The state of The Bence

The clerk asked for further clarity regarding this. It was reported in the last meeting as having several potholes and in a general poor state. The clerk had previously asked Cllrs via email for further details but had no response. Ward Cllr Hammond stated that this needs re-surfacing but is not on any upcoming work schedule. ACTION: Cllr Burley to report the worst potholes to the clerk.

2023.104 ACCOUNTS

The clerk had sent the accounts reconciliation, schedule of payments and bank statements, prior to the meeting.

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

Samantha O’Connor – Clerk salary (September)

The clerk noted that Cllr Cawood had requested to renew the defibrillator pads. The clerk noted that she would order these after the meeting. ACTION: Clerk to order defib pads and deliver to Cllr Cawood’s address.

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

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

2023.105 ANNUAL REVIEW OF CLERK CONTRACT

The clerk had sent the contract to all Cllrs prior to the meeting. All were happy for this to be signed. The clerk and Cllr Cawood signed the contract.

2023.106 UPDATE OF VILLAGE MAP

There has been no updated map received. It was agreed to carry this over to the next meeting. ACTION: Clerk to agenda this for November’s meeting.

2023.107 D-DAY EVENT

It was agreed to keep this on as a standing agenda item until after the Christmas event.

2023.108 SLOW WAYS NATIONAL WALKING NETWORK

The clerk had circulated an email asking PCs to consider ways that they could advertise this initiative. The network is asking for members of the public to verify and survey local walks for their database. A brief discussion was held, and it was agreed that this could be advertised in the next Parish Matters.

2023.109 BONFIRE AND CHRISTMAS EVENTS PLANNING (Including Risk Assessment for Bonfire)

Cllr Burley confirmed that she would send the Risk Assessment (RA) to the clerk once it had been checked by Rob Willoughby. ACTION: Clerk to send the RA to the insurance company.

The clerk had sent an email to all Cllrs informing them of the new law stating single-use plastic can no longer be used as of the 1st of October. The law states that existing stock cannot be used.

It was agreed that a social meeting would be arranged after the bonfire event to confirm the Christmas event preparations.

2023.110 CORRESPONDENCE AND COMMUNITY ISSUES

Cllr Swanborough asked members when the commemorative Tommy figure should be erected. It was agreed that it should go up on the 1st of November and remain in place for the month.

2023.111 DATE OF NEXT MEETING

7TH November at 7pm in the Village Hall. Cllr Swanborough gave her apologies in advance.

**Meeting closed at 19:52**

Signed as a true and accurate record of the minutes.