

**Minutes of the Meeting of Stainforth Parish Council held in Stainforth Village Hall on Tuesday, 9 February 2016 at 7.00pm.** The public and the press were invited and Parishioner Participation was at 7.00pm.

*Present:* Cllrs Asher, Blackburn, Mills and Warren. Also, Mr Peter Leng, Clerk.

**1 To elect a Chairman**

Cllr Asher was elected Chairman of this meeting.

**2 To receive the Chairman's Declaration of Acceptance of Office**

Cllr Asher's Declaration of Acceptance of Office was received.

**3 To receive apologies - Cllr A Sharp & Pc David Ridler**

**4 Code of Conduct - Localism Act 2011**

- a) To record any Councillor's Disclosable Pecuniary Interest in relation to items on this agenda - *none*
- b) To consider any changes in members' register of interests – *Register of Interests form received from Cllr Blackburn.*
- c) To consider any dispensations - *none*

**5 Superfast Broadband in Stainforth – update**

Nothing to report this month. It is hoped that there may be more information next month.

**6 Policing**

- a) To receive the monthly report. In the absence of the police, a report was not received. However, the continuous parking of a motor home outside Holly House had been reported and was discussed. It had been reported to the police.

**Resolved: That further discussion be deferred until the next scheduled meeting of the Council.**

**7 To approve the Minutes of the Meeting of the Council held on Tuesday, 12 January 2016**

**Resolved: That the Minutes be approved and signed by the Chairman.**

**8 Matters Arising**

- i) 'Stainforth' road sign on approach from Settle – this has been reinstated by Cllr Blackburn.

**Resolved: That the Council records its appreciation of the excellent repair undertaken by Cllr Blackburn.**

- ii) Settle Area Swimming Pool – acknowledgement of recent letters sent to the local MP, Mr Julian Smith and to Mr P Shevlin, Chief Executive of Craven DC.

- 9 **Defibrillator** – to receive the monthly report. Cllr Blackburn had previously mentioned that the case housing the defibrillator required cleaning upon conclusion of the roofing works at the Craven Heifer. Because of the continuing rains, the building works had not been completed hence the cleaning remained outstanding.

**10 Planning**

- a) **To consider applications received - *none***
- b) **To note any decisions received - *none***
- c) **To receive any planning correspondence and to consider response - *none***

**11 Finance**

- i) To authorise payment of accounts, including the Clerk's monthly remuneration.

**Resolved: That payment of the Clerk's monthly remuneration be approved.**

Cllr Blackburn had incurred expense of £10.37 for materials in repairing the road sign and the annual bill in the sum of £65 had been received in respect of the hire of the village hall for meetings.

**Resolved: That these two bills be paid.**

- ii) To discuss provision of grit bin. In the unavoidable absence of Cllr Sharp, this matter was deferred until the next meeting.
- iii) To conduct the annual review of the effectiveness of internal audit, including financial risk management and budgeting. The Clerk again reminded those present that the External Auditor could seek evidence of the review as part of the annual audit. He produced the cheque book, paying in book and income and expenditure schedules as provided at every meeting. He also produced bank statements and paid invoices for inspection, and drew Members' attention to its system of financial risk management. Budgeting had been dealt with comprehensively at previous meetings. The Council's insurance requirements were also reviewed and considered appropriate. It was noted that the council utilised the services of a professional firm of Internal auditors to undertake the internal audit function. This would next be discharged in May 2016. The Clerk reminded members of their responsibilities as Councillors to satisfy themselves with the integrity of internal audit and the need to check for themselves that appropriate systems of verification were in place and effective. Also, that they should never hesitate to query any matters which required clarification. **Continued/**

**11 Finance cont**

- iii) To conduct the annual review of the effectiveness of internal audit, including financial risk management and budgeting - cont

**Resolved: That the effectiveness of the system of internal audit, financial risk management and budgeting, be considered satisfactory and approved.**

*Cllr Asher retired from the meeting*

**12 Street Lights**

- i) To receive any reports for action. Despite repeated report for repair, the light outside the car park was still out of action,

**Resolved: That the light be again reported for repair and that if it had proved beyond repair, that it be replaced as soon as possible.**

**13 Highways**

- i) To receive any reports for action – several potholes had appeared and following the recent bad weather, some drains were blocked and had been cleared by volunteers.  
ii) Gully emptying – schedule received as requested. It was noticed that some local gullies had not been cleaned since June 2015.

**14 Repairs and Maintenance**

- i) To receive any reports for action - *none*

**15 To respond to correspondence received**

- i) YDNPA – advice of submission of the Local Plan 2015-30 – received.  
ii) Freight Quality Partnership (FQP) invite to attend next meeting in Settle Victoria Hall on Wednesday, 24 February 2016 at 1pm. Cllr Blackburn volunteered to attend and would report back to the Council; in due course.

**Resolved: That the correspondence be received.**

**16 To receive any items of information – circulated and received.**

**17 To arrange the date of the next meeting of the parish council**

**Resolved: That the next meeting be held in Stainforth Village Hall on Tuesday, 8 March 2016 at 7.00pm.**

There being no further business, the meeting was closed at 8.30pm.

**PFL  
9.2.16**

