**DRAFT Minutes of the Annual Meeting of the Great and Little Barugh Parish Council Held at The Golden Lion, Great Barugh on Tuesday 5th June 2018 at 7.00pm**

1. **Election of Chair & acceptance of office**

Mrs Houlston asked for nominations for Chair, Mrs Garrett nominated Mrs Houlston, seconded by Mr Metcalfe

1. **To receive apologies and note attendance**.

Present – Mr Metcalfe, Mrs Garrett, Mrs Houlston, Mr Milner. Mrs Garrett stated that Mr Duncan Collinson has resigned from the Parish Council and thanked him for his input. It was mentioned to seek a representative from Little Barugh if possible, to be co-opted on for the remaining year of term.

Parish – apologies from Mr and Mrs Chapman, Mrs Ashton and Mr Gough. Present – Mr and Mrs Gillies, Mr and Mrs Swift, Mr and Mrs Everett, Mrs Gough, Mr Boyington.

1. **To approve the minutes of the last Annual Meeting of The Council**

The minutes of the meeting of 24th May 2017 were approved and signed.

1. **To consider any matters arising**.

There were no matters arising from previous minutes.

1. **To review sub-committee**

Mrs Houlston stated there were two sub-committees, one for work on fracking related issues, the other on transparency code. Both sub-committees to remain active.

1. **Responsible Financial Officers Report for 2017/18**

Mrs Houlston explained the accounts had been audited and thanked Mrs Jannine Lee for auditing this year. The Profit and Loss were read through for the financial year. The accounts were duly signed. It was noted that the £500 budgeted in precept for 2016/2017 relating to grit bins had never been invoiced by NYCC, NYCC have now waivered the invoice and advised the Parish Council to use the money for the benefit of the community. The funds going in and out relating to Brawby were funds held on behalf of Brawby Parish Meeting for the flood pump, Brawby Parish Meeting does not have a bank account.

**Great and Little Barugh Parish Council**

**Financial Year Ending 31 March 2018**

**Profit and Loss**

Balance 31/3/17 **770.12**

Income

 Precept 293.00

 RDC – Tour de Yorkshire 100.00

 N. Powergrid – wayleave x 2 126.20

 YLCA – website funding 115.56

Brawby Parish Funds held 2827.00

 **3461.76** **3461.76**

  **4231.88**

Expenditure

 Bunting – TDY 99.62

 YLCA membership 55.00

 Public Liability Insurance 84.00

 Website hosting/domain 84.00

 Brawby Parish Funds repaid 2827.00

 **3149.62 3149.62**

**Balance B/Fwd 1082.26**

1. **Confirmation of arrangements for insurance**

Mrs Houlston confirmed that the Parish Council has public liability insurance through Zurich insurance.

1. **Review of subscriptions to other bodies.**

Mrs Houlston stated the Parish Councils only subscription is to the Yorkshire Local Councillors Association which provides advice and guidance on new legislation. Subscription remaining for 2018/19.

1. **To review planning applications.**

Mrs Houlston read the planning applications from April 2016 to March 2017 as follows:-

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1. **To review Parish Correspondence**.

Mrs Garrett stated there had been much correspondence generally relating to YLCA matters throughout the year relating to guidance and legislation from Central Government.

GDPR – the Council has had to comply with the Data Protection Act and as such has put together a privacy policy which is on the website and has contacted residents regarding their wish to remain on the email contact list.

There are a couple of surveys from the Police and Crime Commissioners Office, one relating to Neighbourhood Policing, the other Rural Crime. Details can be forwarded on for these.

Mrs Garrett stated she had replaced Mr Collinson on Third Energy’s Community Liaison Group as a representative of the Council, in order to relay information back, express residents concerns and has been attending meetings on the Council’s behalf.

Two Ridings Community Fund in relation to Third Energy was currently on hold, Mrs Garrett said she understood a couple of residents from Great Barugh had stated an interest in joining the panel but as yet no representative had come forward from Little Barugh. The process is currently on hold due to Third Energy’s current position and funds are only released once a frack takes place.

Mrs Garrett stated she had spent a great deal of time in corresponding with North Yorkshire County Council, North Yorkshire Police and Kevin Hollinrake MP with regards to road safety and road maintenance issues surrounding the villages and attending meetings. Mrs Garrett said she had had a long conversation with PC Andy Hugill relating to speeding and road safety issues, he had forwarded the 95 Alive form for residents to complete to ascertain key areas of concern. This is still very much a work in progress and Sharon Fox from NYCC Highways was able to expand on the difficulties and processes surrounding the issues during the presentation at the end.

Moving forward, Mrs Garrett said she would like to see progress with a decision on the use of the phone boxes for the possibility of defibrillators at future meetings and how funds can be raised.

1. **To set dates for future Ordinary Meetings**

It was agreed to set dates for July, September and end of November/December, usually meetings can be determined by planning applications.

Mrs Gough expressed her wish to thank the Parish Council for their hard work which was agreed by other attendees. Mrs Houlston thanked the Parish Council. Mrs Garrett gave thanks to Ian and Gillian for allowing the Parish Council to use the Golden Lion for meetings.

The meeting closed at 7.35pm

**Commencement of Annual Parish Meeting with guest speaker Sharon Fox, Area 4 Kirby Misperton, Highways Dept.**

**Our thanks go to Sharon for providing such an informative and clear explanation of the processes of the Highways Dept. We are sure residents found it of great benefit.**