

**MINUTES OF THE MEETING OF THORPE SALVIN PARISH COUNCIL HELD AT ST. PETER'S CHURCH ON MONDAY 12 AUGUST 2019 AT 7.00PM**

**(This was an interim meeting)**

**Present:** Cllrs. Mr J Cox (Vice-chair), Ms M Johnson, Mr A Colclough and Mr L Hutchinson

**In Attendance:** The Clerk to the Council and 1 member of the public.

**162.19 To receive any apologies for absence**

Apologies were received and accepted from Chair Lesley Hayes.

**163.19 To approve the minutes of the meeting held on 8 July 2019**

**Resolved:** That the minutes of the meeting held on 8 July are accepted and approved as a true record. Proposed Cllr. Cox, seconded Cllr. Johnson. **Carried**

**164.19 To identify any agenda items from which the press and public should be excluded due to the confidential nature of the business to be discussed.**

**Resolved:** That the press and public should be excluded from agenda item 16 onwards due to the confidential nature of the business to be conducted.

**165.19 To declare any interests necessary for this meeting.**

None declared

**Comments or questions from members of the public (15 minutes will be allowed)**

**Resolved:** That the meeting is adjourned for comments and questions from the press and public. Proposed Cllr. Cox, seconded Cllr. Johnson. **Carried.**

A resident raised three concerns which the Parish Council agreed to place on future meeting agenda including;

1. Whether Sorby Field hedge could be cut in March (as well as the existing September cut), to ensure it is tidier for the Garden Trail
2. To consider having the trees inspected for safety reasons and pruned in Sorby Field
3. To consider if the handyman could assist in tidying up the village before the Garden Trail, with Thorpe in Bloom supporting some of the cost.

A fourth matter was raised specifically about the overgrown verge near the resident's house. However, the resident was unsure if the verge was owned by RMBC or another resident.

**165.19 To note any matters arising (For information only)**

- a. Rabbit scratches removed – G Moule visited the site twice, because the first delivery of soil did not arrive. Work now complete.

- b. Rabbit warren on Sorby Field – Clerk emailed residents but waiting response agreeing to access of their field for Malc.
- c. Welding of bench on Sorby Field – request made by Clerk with Cllr Colclough as contact, but no action.
- d. Mole catching – Clerk needs to contact Malc.

**166.19 To consider planning matters**

Nothing to report

**167.19 To receive the RFO's report**

- a. 21.36% spent up to month 4 of the Financial Year, which is a little lower than expected for first quarter of the year.
- b. Account balances as at 31 July were – Current £5002.03, Business £5103.92.
- c. Natwest made another compensation payment, this time for £50, as they continue to deal with Clerks change of address poorly.
- d. Clerk to send Natwest change of signatory form to Cllr Cox.

**168.19 To note any urgent correspondence**

Complaint about Elder Tree to left of main access gate onto Sorby Field. TSPC is liable.

**Resolved:** Cllr Cox will contact RMBC to see if they will assess and remove the tree.

**169.19 To consider matters relating to Sorby Field**

July Play Inspection Report – risk is moderate, but latest report was completed before the work on the rabbit scratches. Spare soil was offered to Thorpe in Bloom team.

**170.19 To agree email policy provided at June meeting**

Councillors had received this policy twice, but did not wish to adopt it.

**171.19 To agree security incident policy**

A Councillor has been emailing incorrect recipients, to date no personal dated released.

**Resolved:** The security incident policy is to be adopted and placed on the website.

**172.19 To agree privacy policy for website**

GDPR requirement with regards to how TSPC handles information it receives from residents and contractors etc, **Resolved:** The privacy policy is to be adopted and placed on the website.

**173.19 To review financial checks**

Internal Audit Report has picked up on this twice. A briefing paper was circulated to the Councillors before the meeting. **Resolved:** A Councillor (but not the chair) will complete the quarterly checks and also review the payslips in this context.

**174.19 To discuss and agree annual insurance renewal**

Cllr Cox remained concerned about people accessing Sorby Field and camping on it. Annual insurance cover expires on 30 September, but 3 year deal expires in 2020. **Resolved:** Cllr Cox to engage with Came&Co

*8pm resident departed*

**Exclusion of the Press and Public**

**Resolved:** That under Section 100A (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Local Government Act 1972. **Carried.**

**175.19 To agree paying Clerk's additional 20 hours from Audit related work**

**Resolved:** The Councillors agreed to pay for the additional work, as per the Clerk's contract.

**176.19 To discuss Clerk's cessation of employment**

Arrangements for work handover was discussed.

**177.19 To approve accounts for payment**

**Resolved:** That accounts presented for payment are approved. Proposed Cllr. Cox, seconded Cllr. Johnson. **Carried**

The meeting closed at 8.15pm

Signed

Chair