
Yealand Conyers Parish Council

Minutes of the annual parish council meeting held at the Quaker Meeting House on Wednesday 2nd May 2018 at 7.45pm.

Present, Cllr L Arthurs, Cllr Dawn Hancock (chair), Cllr Joan Page, Cllr Sue Tyldesley.
Gill Mason – clerk to the parish council.

1542 Apologies for absence.

Cllr J Panton.

1543 Election of chairman and vice chairman.

Chairman

Nominated: Cllr Hancock.

Proposed: Cllr Tyldesley.

Seconded: Cllr Arthurs.

The election for vice chairman will be held at the July meeting.

1544 To complete acceptances of office.

Cllr Hancock completed the acceptance of office form.

The clerk will circulate the declarations and dispensation forms to the parish councillors to complete.

1545 Minutes of the previous meeting.

It was resolved that the minutes be approved by the parish council and signed by Cllr Hancock as a true record of the meeting held on Wednesday 7th March 2018 and the extraordinary planning meeting held on Tuesday 3rd April 2018.

Proposed by Cllr Page.

Seconded by Cllr Tyldesley.

1546 Declarations of interest and dispensations.

None.

1547 Open forum.

No residents were present for the open forum.

The rubbish on the A6 will be litter picked and traffic calming measures will be implemented, when this takes place.

The clerk will follow up the request for the potholes repair in the village.

1548 Planning.

No applications received.

1549 Finance.

Payments

G Mason, clerk's wages and expenses (March /April)	£257.44
LALC subscription	£47.07

AONB contribution £100.00

It was resolved that the above payments be made.

Proposed by Cllr Hancock.

Seconded by Cllr Arthurs.

Receipts

Precept £2,654.10

It was resolved that the clerks salary is raised to £9.03 per hour at point scale 17.

Proposed by Cllr Hancock.

Seconded by Cllr Arthurs.

1550 Data protection update.

The clerk informed the parish council that the GDPR toolkit has been circulated to all parish councils but there is a query as to whether the council will need an officer, and if so, can the clerk complete this role with the council. There is a GDPR pack costing £30 that the clerk would like to purchase. This can be shared with other parish councils and Yealand Conyers PC would only have to contribute £5.

Cllr Hancock said that there is a lot of files and planning applications that would need shredding in the archive. Yealand Redmayne PC could share the cost of a 'shredfest' where a professional company comes and destroys archived papers correctly.

The parish council are unsure whether to shred old planning applications as they are currently not on the online system and they are part of the history of the village.

1551 To approve the annual audit and sign sections 1 and 2 of the return.

It was resolved that the parish council approve and sign the audit documentation.

Proposed by Cllr Hancock.

Seconded by Cllr Tyldelsey.

1552 Review of the asset register.

It was resolved that the parish council adopt the reviewed asset register and implement the changes on to the audit records.

Proposed by Cllr Hancock.

Seconded by Cllr Tyldelsey.

1553 Reports and correspondence.

No reports received.

1554 Date and time of next meetings.

Wednesday 4th July.

Wednesday 5th September.

Wednesday 7th November.

The meeting closed at 8.43pm.