**BYRAM-CUM-SUTTON PARISH COUNCIL**

Minutes of meeting held on **Thursday, 21st June 2018** in the Anne Sharpe Centre, St Edward's Close, Byram.

**Present:**

**Parish Councillors** Mitchell (Chair), Nicklin (Vice-Chair), Wood, Davies & Wharton

**District Councillor** Sage

**County Councillor**

**Public**

**Apologies** Ferguson-Graham, Fitzsimmons & Carter

 **Clerk – Mrs S Lifsey**

**12.619 PUBLIC REQUESTS, CONCERNS & DISCUSSONS**

There were no concerns or issues raised by the public.

**12.620 APOLOGIES**

All apologies were given to the Clerk prior to the Parish Council Meeting except for County Councillor Pearson.

**12.621 MINUTES**

Parish Councillor Mitchell asked if the Parish Council were all in agreement with the Minutes from the last Meeting which was held on the 17th May 2017. The Parish Council agreed and accordingly Councillor Mitchell signed and dated each page of the Minutes.

**12.622 CLERKS REPORT**

Clerk informed the Parish Council that the following forms were due for annual renewal together with the new Records of Management Policy Form. Parish Council where all in agreement with the said forms and were happy for the Clerk to date & sign.

* Signing Orders 2018;
* Procedure for Public Form/Question time;
* Financial Risk Assessment 2018;
* Risk Assessment Policy – Financial;
* Procedure for co-option of New Councillor;
* Financial Regulations 2018;
* Equal Opportunities Policy;
* Data Protection Policy; and
* Effective Management of Recording at Local & Parish Council Meetings.

Clerk also informed the Parish Council that she had now set up a new email address for the Parish Council and would accordingly notify all parties of this. Byramcumsuttonparishcouncil@outlook.com.

**12.623 CHEQUES AND STUBBS**

(a) S Lifsey (Clerk) – Wages - £196.88

(b) National Insurance & Tax - £34.00

(c) Mrs L Crowther (Accountant) - £95.00

(d) S G Parkin Landscapes (Gardener) \_ £190.00

(e) Mr G Pattison (Litter Group) - £120.71

 **TOTAL - £636.59**

All cheques & stubbs were accordingly signed & initialled by Parish Councillors Nicklin & Wharton.

**12.624 EAST ACRES**

As the development is nearing an end Highways have started to mark repairs in red. Everything that is marked in red will be repaired. The road is not going to be done, some of the verges will be filled in within the next 2 weeks.

The houses have now been signed off.

**12.625 BYRAM PARK ROAD DEVELOPMENT**

As yet there is no up date on the development. District Councillor Sage will find out the position and let the Parish Council know accordingly

**12.626 GENERAL ISSUES**

* **Grass Cutting**

Selby District Council are behind with the grass cutting. Parish Councillor Nicklin is to contact SG Parkin Landscapes to obtain a price for cutting more grass within the village.

* **Litter**

Mr & Mrs Pattison along with several other members of the Litter Group have been doing a fantastic job clearing the village. They have purchased Hi-Vis clothing. Brotherton is to pay half of the invoice. Clerk to send invoice to Brotherton Clerk for payment.

* A tree that was cut down last year on West Acres is now growing again. District Councillor Sage to deal with this.
* Various hedges around the village are overgrown and causing obstruction on the footpaths. This has been reported to Selby District Council but as yet no response has been received.

**12.627 NEXT PARISH COUNCIL MEETING**

The next Parish Council meeting will be held on Thursday, 19th July 2018 at 6.30pm, Anne Sharpe Centre, St Edward's Close, Byram.