

PRESTON-UNDER-SCAR PARISH COUNCIL
Minutes of the Parish Council Meeting held on Tuesday 19th April 2016

Present: Councillors': Cllr. Brooks, Cllr. Jowett (Chair), Cllr. Hackett Pain, Cllr. Alderson
Clerk: Laura Blanchard.

1. To receive apologies for absence

Cllr. Amsden

2. To confirm the minutes of the meeting of 15.03.16

The minutes were approved and signed by the Chairman.

3. To declare Councillors' interests in items on the agenda

No interests were declared.

4. Clerk's Report (updates, correspondence etc.) and matters arising since the last meeting:

Please see the clerk's report.

5. Finance

The current financial position as outlined in the agenda papers was noted:

Resolved: The following items were approved for payment and cheques were signed:

Monthly contribution to Clerk for laptop software and telephone package	£5.50
Clerks Expenses, Inc. x1 ink cartridge, paper, laminating pouches & card	£25.97
Yorkshire Tree Specialists (Annual remedial tree survey and approved work in the Stanney)	£160.00
Other items of expenditure: Clerk's Salary.	

6. To consider and approve the Parish Council Accounts for 2015-2016 and to complete the Annual Governance Statement

As part of the new regulations which have come into force for the 2015/16 end of year accounts, there are several new requirements which each require a resolution:

Resolved: Councillors agreed that the period of exercise of Public rights will commence on Monday 6th June and will end on Friday 15th July 2016.

The clerk signed the pro forma as required and a notice will be placed on the Parish notice board prior to the appropriate time period.

Resolved: Councillors approved the Annual Governance Statement.

Cllr. Jowett signed Section 1 of the Annual Return.

Resolved: Councillors considered and approved Section 2, the Accounting Statement of the Annual Return.

Cllr. Jowett signed Section 2 of the Annual Return.

7. Digital Transparency Code Grant

Further to the Clerks Report from February 2016, the clerk can now confirm that the PC has been successful and has received a grant to go towards the costs incurred for the PC to adhere to the new Digital Transparency Code. The total grant received equated to £985.31 and is expected to go towards the purchasing of a laptop, a printer / scanner and also towards the cost of building and hosting a website. Should anyone wish to see further details regarding the grant application, please contact the clerk.

Resolved: Councillors agreed to the purchase of a new laptop for PC use only.

Councillors agreed to conduct research into the various laptop options. The clerk was asked to forward the specification of various laptop options to Cllr. Brooks for consideration.

The grant application was based on the purchase of a Toshiba Satellite L50-C-IGX Laptop at the maximum cost of £350 including VAT.

Resolved: Councillors agreed to the purchase of a new all in one printer / scanner for PC use only.

Signed Date

Councillors instructed the Clerk to purchase a printer which adheres to the grant requirements for a maximum cost of £100 including VAT.

Resolved: Councillors agree to having a new website built to ensure the PC adheres to the Digital Transparency Code requirements.

Resolved: Councillors agree to accept the quotation of £310 provided by Town and Parish Council Websites for the development of the website, and also agreed to accept the quotation of an additional £10 per month provided by Town and Parish Council Websites for reliable hosting with 99.9% uptime and daily backups, both of the above resolutions are subject to the following:

Receiving a positive response from other Parish Councils who have had their website built by Town and Parish Council Websites.

Councillors asked the clerk to confirm that the proposal which has been received is a firm quotation.

9. Cemetery Regulations Addendum

Resolved: Councillors agreed to accept the content of the Cemetery Regulations Addendum and agreed that the addendum would come into effect immediately.

10. Planning

No planning applications have been received this month.

Three previous planning applications have been granted permission

- i: For construction of a detached single storey stone and slate workshop at The Old Barn, Preston Mill.
- ii: For construction of a field shelter (retrospective) to be positioned in Preston Mill Farm.
- iii: For construction of a conservatory at Low Barn, Preston under Scar.

11. Discuss agenda items for the May 2016 meeting.

Annual Meeting

Highways update, Inc. street sweeper and kerb outside cemetery.

Cemetery & Stanney quarterly reports

Review quarterly finances

Cemetery processes document

Grass cutting expenditure

YLCA – access to NALC website

Motion sensor camera

Date and time of the next meeting: Monday 16th May 2016 at 7.00pm

Signed **Date**