

DRAUGHTON PARISH COUNCIL

Minutes of a Meeting of the Council held on Thursday 14 June 2018 in the Village Hall at 7.00pm

Present: Cllr R Clayton – Chairman
Cllr M Billing
Cllr A Mole
Cllr R Neale

Mrs J Markham – Clerk

In attendance: Cllr D Pighills, Craven District Council
Public: 4

1. Apologies for Absence

Received from Cllr Turner; absence approved

2. Disclosure of Interests

Members were invited to disclose any interests (including any not already listed in the Register of Interests) relevant to the business of the meeting, and, in respect of a disclosable interest (previously registered or not), to request dispensation pursuant to the Council's Code of Conduct to participate in the business under discussion and vote on the matter.

Relevant Interests disclosed: None.

Additional Interests disclosed: None.

3. Minutes of the Meeting held on 17 May 2018

The Minutes of the Meeting of the Council held on 17 May 2018 were taken as read, approved as a true and correct record, and signed by the Chairman.

4. Matters Arising

- (i) History Visit Cllr Billing reported on final arrangements for the visit on 21 June. A leaflet had been distributed to villagers, giving information about the event, and the costs of printing it (£5) had been authorised by the Clerk, in consultation with the Chairman.
- (ii) Traffic Safety Further to discussions at the Annual Parish Meeting, the Clerk reported that Highways were unable to conduct

a follow-up survey of traffic speeds within 3 years of the previous study. It was noted that a response from the County Council, following distribution of a questionnaire to assess the level of interest in Vehicle Activated Speed signs, was expected in July. Details of the Community Speed Watch scheme were noted, signage in the village was again discussed, and the costs of wheelie bin stickers were reported.

Following discussion, it was RESOLVED:

- (1) “THAT expenditure of £60 be authorised for the purchase of 50 wheelie bin stickers, and that the Clerk be authorised to invite residents on Low Lane to display them on their waste and recycling bins and on nearby grit bins.”
- (2) “THAT village signs displaying speed warning messages be installed at the top of the village (on the village green) and on the entrance to the village from the A59, and that the Clerk be authorised to source them from local suppliers.”
- (3) “THAT, subject to the identification of sufficient volunteers, arrangements to participate in the County Council’s Community Speed Watch scheme be set up.”

Cllr Mole offered to identify volunteers to take part in the Community Speed Watch scheme.

The Clerk was additionally asked to contact Highways to request “Access Only” signs at the entrances to the village during the period of traffic disruption caused by closure of the A59 at Kex Gill, and also agreed to look into the possibility of siting a mirror for a trial period on private property at the top of Low Lane. Finally, the Clerk reported that the PCSO for the area had agreed to attend the next meeting of the Council, and the opportunity could be taken to review traffic concerns further.

- (iii) Gritting Cllr Neale reported further on his research into the costs of providing winter gritting services on Low Lane. It was agreed to send out a questionnaire to village residents to assess the level of support; Cllr Neale offered to present a draft questionnaire for discussion at the next meeting.
- (iv) Verge Cutting Cllr Neale reported on the cutting of the verges to date, and noted expenditure of £482.76 to date on new equipment for the Vergers’ grant-funded community resilience project.
- (v) GDPR The Clerk reported that the new Data Protection legislation had exempted local councils from the requirement to appoint a

Data Protection Officer. Members noted the requirements to keep personal data secure when handling Council email correspondence.

5. Planning

Housing development at top of the village (Ref 2018/18883/FUL) – an update from the planning authority was still awaited.

6. Policies and Procedures of the Council

The Clerk presented revised model Standing Orders, and also new draft data protection policies, compliant with the new GDPR requirements: a document retention policy, security incident reporting policy and a data security policy. The documents were approved and adopted with immediate effect.

7. Internal Audit

It was RESOLVED “THAT Mr C W Burton be and he is hereby re-appointed as Internal Auditor to the Council 2018/19.”

8. Other Financial Matters

The month’s accounts were approved for payment, and cheques were signed as required.

9. Consultations and Correspondence

Newsletters and emails circulated for information were noted. It was noted that new NYCC Area Constituency Committees had been established in place of area committees. Events to celebrate the end of WW1 were being publicised; Cllr Billing agreed to discuss proposals for a “Pop-up Pub” event with the Village Hall Trustees.

The list of upcoming YLCA training courses was discussed. Cllrs Neale, Mole and Turner were invited to attend the new councillor skills session on 25 July, and the Clerk was authorised to book places, as required, at a cost of £45 per attendee.

10. Date of next Council Meeting

The next meeting would be held on 2 August at **7.00pm** in the village hall.

The meeting closed at 7.55pm.

Chairman