

Redmarshall Parish Council

Minutes of the Parish Council Meeting held on Monday 9th May 2016 at 6.30 p.m. in the Methodist Chapel, Carlton.

Present: Cllr Stuart Cox (Chair)
Cllr Frank Cooke
Cllr Lynne Evans
Cllr Chris Johnson
Cllr Eric Kenyon
Mrs Chris Cooke (Clerk)

Attendance: Debbie & Jay Mason

Apologies: Cllr Karen Mucklin

Declarations of Interest (1/5/16)

N/A.

Planning Applications & Information (2/5/16)

Stuart proposed that Planning Applications be moved up the agenda to allow Debbie & Jay Mason to put forward any proposals or concerns.

Planning App 16/1102/FUL – The Stables, Shed 2, Ouston Moor Farm. After discussion, Stuart proposed that no action needed to be taken regarding the revised plans. Seconded Eric. Agreed All. Debbie & Jay Mason then left the meeting.

Planning App 16/1004/OUT – The Mains, Redmarshall. Noted that the deadline for comments was 18/5/16.

Discussion was held re the Parish Council's letter to the Planning Inspectorate. The Parish Council had also written to Neil Schneider, Chief Executive, SBC regarding fraudulent comments posted on SBC Planning Portal and had received a reply from Julie Butcher, Principal Solicitor at SBC regarding the comments. Frank proposed, seconded Stuart, that the Frank reply on behalf of the Parish Council. Agreed All.

Minutes of Meeting 11th April 2016 (3/5/16)

Stuart proposed that the minutes of the meeting of 11th April 2016 be agreed. Seconded Frank. Agreed All.

Matters Arising (4/5/16)

N/A.

Finance (5/5/16)

- Monthly Projected Spend circulated with the agenda was discussed, including year end balances. Noted that that Clerk had not requested a funds transfer this month.
 - Cheques:
N/A

CC

- Audit - Year End Accounts\VAT.- Clerk confirmed that she had given the Audit File to Simon Hole, Internal Auditor. Clerk confirmed that the Audit Notice needs to be displayed from 17/6/16. As the Clerk is on holiday during this period it was agreed that Stuart's contact details to be included should any resident wish to view the accounts by appointment. CC
- Bank Signatories – Clerk confirmed that forms (and supporting paperwork) to allow Stuart Cox to become a bank signatory instead of Chris Johnson had been completed. CC

Policies & Procedures Review (6/5/16)

Clerk had previously circulated:

- RED09 – Parish Clerk Job Description & Person Profile
- RED10 – Parish Clerk Contract of Employment

With minor amendments to reflect changes in legislation. Frank proposed that these be accepted, seconded Lynne.

- RED11 – Disciplinary & Dismissal Policy
- RED 12 – Grievance Policy

It was agreed that no changes were required to these policies.

Parish News (7/5/16)

Clerk to update Councillor vacancy information.

CC

Correspondence (8/5/16)

Clerk confirmed that correspondence of importance or with a deadline had already been circulated (*)

1. *email 20/4/16 – Planning App 16/1004/OUT The Mains, Redmarsall - 6 no dwellings
2. Letter 19/4/2016 – Mayor's Sunday Service and Parade – Sunday 15th May 2016
3. *Letter 21/4/16 reply from SBC Julie Butcher, Principal Solicitor, re Comments The Mains 15/0803/OUT
4. *email 22/4/16 from Cllr Chris Johnson re Resignation as Parish Councillor
5. *email 25/4/16 from Hardwick in Partnership re Transparency Fund Monitoring
6. *email 27/4/16 Andrew Glossop, SBC Planning re The Mains Planning App 16/1004/OUT – a further chance to comment
7. *email 28/4/16 Andrew Glossop, SBC Planning re Planning App 16/1102/FUL – The Stables, Shed 2 Ouston Moore Farm
8. *email 4/5/16 Tees Valley & Vale of Mowbray LEADER Programme Press Release 4-5-16
9. *email 4/5/16 Jade Mulhearn SBC re 2016 Road Race
10. *email 5/5/16 Simon Milner, SBC – 2016 Road Race Update
11. *email 5/5/16 Hardwick in Partnership – SLCC Regional Roadshow 6/7/16
12. Letter 9/5/16 Frank Cooke – Resignation as Parish Councillor
13. *email 9/5/16 Mark Gillson, SBC Project Engineer re Traffic Calming measures Drovers Lane
14. * email 9/5/16 Neil Empson, Cleveland Police, re Traffic Calming Measures, Drovers Lane

Parish Council (9/5/16)

Discussion took place re future of Parish Council and Lynne indicated that she would be resigning as a Parish Councillor with immediate effect. The meant that only 3 Councillors would be in situ from July 2016 and this was the minimum no for a quorum. Frank stated that he would like to, once again, carry out a mailshot to households in Redmarshall asking for volunteers to be Parish Councillors to come forward. Agreed All.

Discussion took place re the need for an experienced Parish Clerk if the Parish Council was to continue and the Clerk confirmed that she had received expressions of interest from two Clerks, however, the fact that the current Clerk’s salary was not within the National Association for Local Councils (NALC) and Society of Local Council Clerks (SLCC) pay scales was proving a difficulty. One potential candidate had put forward a proposal and after discussion re budgets, during which the Clerk stressed the need for finance monitoring to ensure sufficient funds are available for a carry over to 2017-18 to cover the increase in salary, this was deemed acceptable. Stuart proposed that the salary be increased in line with the National Pay Scales and that the potential candidate be invited for an informal discussion with Councillors. Seconded Eric. Noted that Karen had indicated via email that she supported this proposal. Agreed All. Clerk to contact candidate and arrange meeting.

Any Other Business (10/5/16)

N/A

The Parish Council meeting closed at 7.40 p.m.

Open Forum (11/5/16)

N/A

The meeting closed at 7.40 p.m.

The next meeting of the Parish Council will be **Monday, 13th June 2016** Agenda items to Chris by **Friday 3rd June 2016**.

Signed:

Date: