

Minutes of the Kirby Misperton Parish Council held at The Village Hall, Kirby Misperton on Tuesday 24 April 2012 at 7.45pm

Present Councillors S Bulmer (Chairman), D Corton, K Saunders and P Wicks

Also present Clerk Miss S Brown

1. There were no apologies for absence
2. No Declarations of Interest in items on the agenda were received
3. Minutes and Matters arising:
 - a) The Parish Council approved the minutes of the Meeting held on 27 March 2012.
 - b) There were no matters arising.
4. No members of the public were in attendance
5. The Parish Council received the Parish Meeting Calendar for the period 2012 – 13 and discussed items for consideration through the year including the review of insurance cover to be completed prior to renewal next year.
6. Planning

No planning applications were received since the previous meeting
7. The Parish Council noted the following decisions by Ryedale District Council regarding previously received applications

[12/00106/73A](#) Removal of condition 01 of approval 04/00790/73 dated 24.08.2004 to allow a year round opening season for the holiday occupation of units on the red lined area known as Log Cabin Field 170 on the submitted 1:2500 plan | Flamingo Land Ltd Main Street Kirby Misperton Malton North Yorkshire YO17 6XL

Conditional approval

[12/00107/73A](#) Removal of condition 04 of approval 02/00337/FUL dated 04.07.2002 to allow a year round opening season for the holiday occupation of units on the red lined area known as The Orchards Field 238 on the submitted 1:2500 plan | Flamingo Land Ltd Main Street Kirby Misperton Malton North Yorkshire YO17 6XL

Conditional approval

[12/00108/73A](#) Removal of condition 03 of approval 3/71/16G/PA dated 10.01.1993 to allow a year round opening season for the holiday occupation of units on the red lined area known as Beechgrove Field 243 on the submitted 1:2500 plan | Flamingo Land Ltd Main Street Kirby Misperton Malton North Yorkshire YO17 6XL

Conditional Approval

8 To consider financial matters

- a) The Parish Council received the Accounts for the year April 2011 to March 2012

Councillors queried the variance to the accounts from the previous year and it was explained that due to timing differences the insurance payment for 11/12 was processed in a period outside the presented accounts

- b) No Councillors Audit took place in January 2012 but it was agreed that a Councillor Audit should take place regularly.

The Parish Council authorised a cheque payment for £35.00 to Mr A Husband for the completion of the Internal Audit to March 2011

- c) The Parish Council asked the Clerk to approach Mr Husband to perform the Internal Auditor for accounts to March 2012

- d) The Parish Council authorised the Clerk Miss S Brown to have access under the Bank Mandate to the bank accounts and receive information.

Resultant from the visit by the Clerk to the bank to review the documentation to be completed the bank, they have requested that Councillors validate their identity with the Bank to comply with mandate instructions

- e) The Parish Council reviewed the content of the insurance document and authorised the renewal of the policy with a request that this process should be completed prior to the expiration of the policy next year.

A cheque for £ 225 was authorised for the annual cover.

- f) The Parish Council deferred the review of Financial Standing Orders until the next meeting but under emergency measures authorised the payment of cheques to HMRC £ 106.60 and YLCA £ 125.00

The Clerk will provide draft financial standing orders for review at the next meeting

9 Staffing

- a) The Parish Council received and agreed the Draft Job Description for the position of Parish Clerk

- b) The Parish Council received the Draft Contract for the Parish Clerk and amended this to exclude the suggested sick pay clause and replace this with a

clause confirming the payment of standard SSP

- c) The Parish Council agreed the SCP rate of pay for the Parish Clerk to be set at spinal point 23 within the range SCP 23 - 29
 - d) The Parish Council received from the Clerk notification that 8.5 hours were worked on behalf of the Parish Council during March/April to the start of the current meeting
- 10 There were no reports from Councillors on delegated matters
- 11 Councillor Wicks asked the Chairman if the Clerk could invite the local Ryedale District Councillor and North Yorkshire County Councillor to forthcoming meetings. The Chairman auctioned this request
- 12 The date of the annual meeting – 29 May 2012 at 7:45 pm in the Village Hall.

The meeting closed at 8:54 pm

Signed

K SANDERS