

DUNNINGTON PARISH COUNCIL
FINANCE, STRATEGY AND AUDIT COMMITTEE

Chairman: Cllr Andrew Dykes Clerk: Jessica Bedford Tel: 07562 333508
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**Minutes of the Meeting of the Committee held at the Tower Room, St Nicholas
Church on Monday 21st August 2023 at 10.00am**

Present: Cllrs Dykes (chairman), Cllr Shaw, Cllr Anderson and the Clerk

1 FORMALITIES

a. To receive apologies for absence given in advance of the meeting and consider the approval of reasons given for absence

Apologies were received from Councillor Jackson due to family commitments.
It was RESOLVED to approve the reasons for absence.

b. To approve the Minutes of the Committee meeting held on the 3rd July 2023

It was RESOLVED to approve the minutes of the meeting held on the 3rd July 2023

c. To receive any declarations of interest and approve any dispensation requests

It is a requirement in law, Localism Act (2011, s31) that Council members declare any Disclosable Pecuniary Interest

No declarations of interest were received.

2 EXCLUSION OF PRESS AND PUBLIC

To consider whether any agenda item requires the exclusion of the press and public
The committee will resolve to exclude the press and public, from the meeting for any item where the publicity of the matter being prejudicial to the public interest or by reason of the confidential nature of the business to be transacted or for other special reasons

It was RESOLVED to exclude the press and public from items 7a, 8, 9, 10, 11, 14 and 15a

3 PUBLIC PARTICIPATION

Any member of the Parish may speak for up to 5 minutes on any matter on the agenda with the session lasting no more than 20 minutes

None in attendance

4 VOLUNTEER POLICY AND AGREEMENT

To consider the draft volunteer policy and agreement

It was RESOLVED that the Parish Clerk will take advice from the Yorkshire Local Council Association

5 PARISH LAND REGISTRATION

To consider an update and confirmation as to costs

It was RESOLVED that Cllr Dykes will progress with registering the following sections of land (previously approved at a Parish Council meeting) with the land registry:

1. Matthew Hill Plot
2. The Green Allotments
3. Millenium Garden
4. Julia's Garden
5. Intake Lane Land
6. Hassacarr Nature Reserve (Pond)

7. Undergate Field Allotments Track (Covenant)

It was RESOLVED that Cllr Dykes will progress registering the village green fully with the land registry and NYC.

It was RESOLVED that all these actions including the drawing up of a new lease with the Dunnington PFA will utilise the Legal costs – Parish Assets reserve.

6 STANDING ORDERS

To consider the draft standing orders and recommendations to the Parish Council

It was RESOLVED to recommend amendments to section 3i. The Parish Clerk will ask the Yorkshire Local Councils Association to clarify the meaning of section 19c. Section 18xv will be recorded the same as the present document.

7 BUDGET MONITORING

To consider the budget to actual spend at the end of quarter one and any budget amendments

This item was not considered due to time constraints.

7a SCOUTS & GUIDES

To consider the National Lottery grant application

The committee received an update that the application has been submitted and a response should be received within 12 weeks.

8 COMMON ROAD BENCH

To consider the acquisition of the approved bench for Common Road

It was RESOLVED that the Parish Clerk will order a bench to match the existing ones within Millenium Gardens for £385.00.

9 HASSACARR GATE

To consider repairs of replacement to the damaged gate.

It was RESOLVED to approve a quotation of £190 + VAT subject to an outstanding quote not coming in cheaper. It will be paid from the budget line, General Maintenance/Repairs

10 NOTICEBOARD INSTALLATION

To consider noticeboard installation costs

It was RESOLVED to approve the additional cost of £300 for installation to be paid out of budget line, General Maintenance/Repairs.

11 PLAYPARK HEDGE

To consider cutting the playpark hedge and its future addition to the maintenance contract

It was RESOLVED that the playpark group will cut the hedge. Cllr Maggs will prepare an appropriate risk assessment for the works.

12 POLICY AND PROCEDURES

To consider any required amendments, introduction or removal of policies and procedures and the recommendation to Parish Council

No motions were presented under this item.

13 CILCA QUALIFICATION

To consider the CiLCA qualification prospectus and September intake

It was RESOLVED to approve the Parish Clerk beginning the CiLCA qualification in September and the associated cost of £775.00 to be taken from the budget line, training.

14 CEMETERY

To consider cemetery maintenance & improvement spend requirements and required budget

It was RESOLVED to approve the following:

Tap installation: £600.00

Gate repairs: £600.00

Redress the side track: £600.00

Address the front boundary: £606.00

Address the East boundary: £660.00

Phase 1 grass: £200.00

Address West boundary: £200.00

Drawing up plans for new road: £350.00

Utility Quote: £240.00

It was agreed that the Parish Clerk will look at the remaining cemetery budget and provide details of any required reserve usage to the next meeting.

15 FINANCIAL APPROVALS/AUTHORISATION

a. To receive and consider any quotes for work/services already approved at a previous meeting

None

b. To consider the payments presented for authorisation (Appendix 1)

It was RESOLVED to approve the payments presented for authorisation.

16 AOB

Next Meeting TBA

Appendix 1

Dunnington Parish Council

CHEQUE LIST 103827 to 103832

Voucher	Number	Description	Amount
67	103827	Grass Cutting	836.81
68	103828	Website and Email hosting	120.00
69	103829	Stamps	6.00
73	103829	Microsoft Office	11.28
		Subtotal No. 103829	17.28
70	103830	Fuel	24.74
71	103831	Room Hire	220.00
72	103832	Electricity Connection Quote	288.00
		TOTAL	1,506.83