**Minutes of the meeting held on Monday 21 May 2018 at 7.30 pm in Bainton Village Hall**

1. **Present**: Cllr B Froggatt, Chair **(BF),** Cllr S Lowes (**SL)**, Cllr S Smith (**SS)**, Cllr P Metcalf (**PM)**, Cllr J Christie **(JC),** Cllr S Christie **(SC)**, Cllr Chris Adams **(CA)**, Deborah Snowden **(DS)**, Mrs E Brooks (Clerk to the Council), Janice Summers **(JS)**

1. **Apologies for absence** -Cllr D Walford, Vice Chairman **(DW)**
2. **Declarations of interest**  - **CA** agenda item 10ii, **DS** agenda item 10i
3. **Previous Minutes**

The minutes of 19 March 2018 were offered for approval. The minutes were unanimously approved as a correct record. Proposed by **JC** and Seconded by **SL**

1. **Matters Arising** – None
2. **Highway Matters**
3. **Street lighting** – ERYC have ordered the connections from Northern Power grid, now waiting for Northern Power grid to have an overhead linesman available. Expect installation by the middle to end of May.
4. **Bus service** - The bus timetable has been revised, the service has increased and services will come into the village. PM & JC add article to bellwether to thank all who campaigned to improve the bus service & encourage use.
5. **Footpath to round-a-bout** – Achieved two full pages in the paper, including the front-page lead story, about the footpath to the roundabout.  It was a hard-hitting article with photographs that highlighted the issues very forcibly. Cracked pipe remains but hole filled therefore issue will re-occur. PM will continue to press ERYC to resolve the problem long term.
6. **Land in front of Cemetery –** Feedback received from Tom Megginson explaining that this area is Hudson family property and that he has no involvement in their land management, which is undertaken by Dee Atkinson & Harrison.  Derek and Tom Megginson have offered to discuss the matter with John Atkinson and see if they can press them to offer a solution.  To help them progress Derek and Tom advised that they may be able to assist them with some materials and manpower to get the job done more quickly**.** BF will attend the next meeting of the PCC (4/6/18) to discuss how to improve the area going forward and contact ERYC regarding permissions required.
7. **Potholes** – previously reported potholes have been filled.
8. **Playground**

The play area equipment will need to be treated, BF requested permission to purchase wood preserver to treat the play area, bus shelters & picnic tables, Proposed **JC**, Seconded **SS**. The grass at the play area is very overgrown, **CA** kindly offered to strim. More volunteers required to keep the grass maintained throughout summer. Add notice to Bellwether requesting volunteers (with pictures)

SL offered to continue monthly playground safety checks. Clerk to print more forms.

1. **Millennium Wood**

SS reported that unfortunately Millennium Wood has suffered vandalism around the pond area. Very disappointing news after a lot of good hard work. Trees are doing well; all stakes are now in and half the spraying of weed killer has been completed. The pond has been sealed and bulrushes are coming through.

1. **ERYC Chairman Award** - SS and BF attended the ERYC Chairman’s Awards presentation in Bridlington. BPC were nominated for the Environment Award for the tree planting on Green Lane. BF was pleased to inform members that BPC won the Award and were presented with a certificate and embossed trophy (present at the meeting). Many thanks to all who were involved in the project.
2. **Purchase of CCTV camera** – Update required from DW, add to next meeting agenda
3. **Seasonal Closure of Green Lane –** No further feedback from ERYC, Clerk to continue to chase. Add to next meeting agenda.
4. **Communications & PR to the**
5. **Bellwether** – Janice Summers, Bellwether editor was present at the meeting. Confirmed sponsorship upto July edition and also has a 3rd business advertiser interested. **JS** proposed she organise a fund raiser to support the Bellwether expenses, possibly a quiz August time. Members agreed an event such as a quiz would be very welcome but as a social event that BPC could support. Add to next agenda
6. **Neighbourhood Watch** – **BF** raised the question as to whether Bainton should have a NHW group. As Bainton are part of the neighbourhood watch group run by ERYC which provides any information to the Clerk via email it was felt unnecessary. Any communications sent to the Clerk will be forwarded to members and passed on to residents. Clerk will contact the PCSO and invite to next meeting.
7. **Planning applications**
8. **18/00497/PLF Lyndale West End - APPROVED**
9. **17/01076/PLF** **Neswick Gardens** – Resident enquiry at last meeting has had an official response to the enquiry sent by BF (Chair). BPC had issued a consultee response on the ERYC Planning Portal, making no comment on the application. ERYC granted full planning permission which was noted in the minutes of the BPC meeting held 22.05.17.
10. **18/01479/TCA Meadow Cottage Applegarth Lane –** Members had no comment to make regarding this tree application.
11. **18/01368/PLF Drury House –** Application available to view at the meeting and members had also viewed the application on-line prior to the meeting. No concerns raised as long as the materials used are sympathetic to surrounding properties.
12. **Any planning applications arising** - none
13. **Financial Issues**

Bank reconciliations circulated prior to the meeting. Current account £3822.92 Reserve account £5669.91 Action Fund £495.13. (Please note an Internal transfer from Reserve account to current account was processed on 04.04.18). Received precept of £3000

1. **GDPR -** The Data Protection Act 2018 (DPA18) replaces the Data Protection Act 1998 (following royal assent).  It is an Act of Parliament of the United Kingdom which controls how personal data is used and that it is protected. It is an important piece of legislation giving confidence to individuals that their personal data will be treated appropriately and that it will not be misused. Its job is to balance individuals’ rights to privacy with legitimate and proportionate use of personal information by organisations. This update is being driven by a new European Union Regulation, the General Data Protection Regulation (GDPR). Because GDPR is a regulation it is automatically applied in all EU member states from the 25 May 2018.   The new DPA18 refers back to GDPR so both are important from the 25 May 2018.
* Received confirmation that we do NOT need to appoint a data protection officer.
* A privacy notice has been prepared for the website. All members read the notice prior to the meeting and noted that the Emergency Plan should be added to the notice.
* A data audit has been carried out.
* BPC now need to register under the ICO and pay a fee

To comply with the data protection Act and the handling of personal information the Clerk suggested the purchase of a small shredder. Quote obtained of £66.00 from Flair Supplies in Driffield. Agreed to purchase, Proposed **CA** Seconded **JC**

1. **Online banking –** Discussed the option of moving Parish Council banking online. This would be time saving and more efficient for Clerk when reconciling for meetings and year end. Local NatWest branch is closing and more monies being received due to Bellwether sponsorship therefore more transactions in and out of the accounts. 3 members can have access to the online banking account. All Members agreed with the added implementation of a new process to authorise payments (Chair to sign the invoice or confirm by email as authority for Clerk to make payment). All members unanimously agreed and signed the necessary banking forms.

 PAYMENTS - CLERK SALARY £421.66

 CLERK EXPENSES £17.50

 BARRY FROGGATT (Millennium Wood) £136.80

 JANICE SUMMERS (Bellwether) £60.00

1. **Any other business from elected members or members of the public**
* **From elected members** – Overgrown hedge along path which joins Church Street to Main Street. SC offered to talk to the owner of the hedge regarding cutting it back.
* **From members of the public** – None
1. **Date of next meeting** 23 July 2018 at 7.00pm, Village Hall, Bainton

 **Meeting closed at 9.07pm**