

## **SKEFFLING PARISH COUNCIL**

MINUTES of Meeting held on the 5<sup>th</sup> June 2018

Present: Cllr. R. Newsam Chairman  
Cllr. J. Sizer Vice-Chairman  
Cllr. P. Payne  
Cllr. L. Payne  
Cllr. M. Turnbull  
Cllr. Wykes  
Apologies Cllr. S. Rollinson

Members of the Public 0

### **Declaration of Interest**

There was no declaration of interests

### **Minutes of Meeting held on 1<sup>st</sup> May 2018**

The Minutes were accepted as an accurate record  
Proposed: Cllr J. Sizer  
Seconded: Cllr. M. Turnbull  
Vote: carried unanimously

### **Matters Arising.**

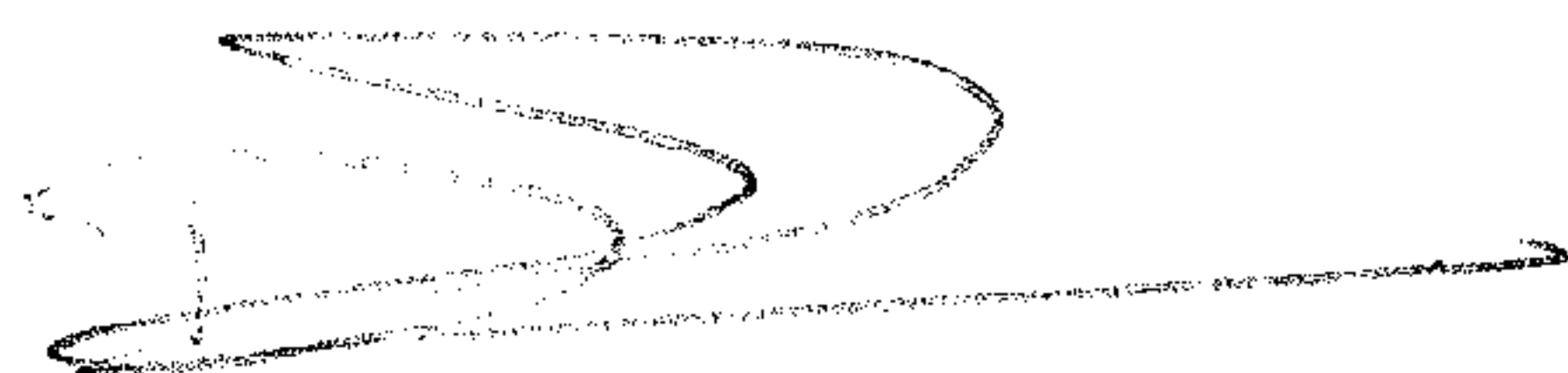
Maintenance on the wind turbine to be carried out on Saturday 9<sup>th</sup> June

### **B. Meadley**

Cheques were raised for payment to Mr B Meadley for:-

- a) Street light £24.80
- b) Pipeline Wayleave £179.90

Proposed: Cllr. P. Payne  
Seconded: Cllr. M. Turnbull  
Vote: carried unanimously



2.10.18.

R. NEWSAM

## **Finance**

### (a) Annual Governance Statement Approval

The Annual Governance Statement was approved by the Council and duly signed by the Chairman and Cllr L Payne acting as Clerk.

### (b) Accounting Statement Approval

The Accounting Statements were deemed accurate and approved by the Council. This was signed by the Chairman.

Cllr. Newsam informed the Council of new procedures regarding the annual audit. As from this year a small authority can exempt themselves from a limited assurance review by the external auditor, subject to forwarding a Certificate of Exemption and displaying the relevant accounting information on the authority's website.

The Certificate of Exemption was completed and signed by the Chairman and RFO. Cllr Newsam is to send the relevant documentation to the external auditor and arrange for the accounting information to be displayed on the Council's website.

## **Santander**

### (a) Change of Contact Details

Cllr. Newsam proposed that all correspondence from Santander is to be sent to him at his home address.

Proposed: Cllr. Newsam

Seconded: Cllr. Sizer

Vote: carried unanimously

### (b) New Signatory

Cllr. Newsam proposed that James Robinson should be taken of the list of signatories and replaced by Cllr. Sizer.

Proposed: Cllr. Newsam

Seconded: Cllr. Wykes

Vote: carried unanimously

## **Defibrillator**

Cllr. Wykes had made enquires at his place of work regarding the availability of a surplus unit. Unfortunately there were none available.

Cllr. Wykes confirmed that the modern units were powered by a standard battery which would make replacement batteries cheaper. Cllr. Newsam asked him to obtain a price for this newer model.

Cllr. Newsam confirmed that there was the possibility of some lottery funding but this could not be pursued until the bank details had been updated.

### **Emergency Plan**

Cllr. Newsam confirmed that he had received a communication from East Riding Council stating that they had no record of Skeffling having an Emergency Plan. They have sent a template plan for our Parish.

This was discussed at length and it was agreed to treat it as a working document, allowing Councillors to provide input for future meetings as to what should be included in the plan additional to the standard information.

### **Councillor Contact Details GDPR**

Cllr. Newsam advised the meeting that we as a council we need to ensure that we comply with the new General Data Protection Regulations. It is mandatory that the name of each Councillor is listed on the Parish Council website but it is at each Councillor's discretion as to what other personal details are included. Cllr. Newsam suggested that each Councillor should decide on what personal information should be disclosed. To be discussed further at the next meeting.

### **Correspondence**

All correspondence was attended to

### **Any Other Business**