

Minutes of the Monthly Meeting of Slaley Parish Council
Held on Tuesday 9th May 2023 at 8.30pm
in Slaley Commemoration Hall

Present: Councillor Ian Stevens, Councillor Stella Douglas, Councillor Lynda Sale, Councillor Debra Taylor and Parish Clerk Clare Loughlin.

1. Introductions

Councillor Ian Stevens introduced Clare Loughlin, newly appointed Parish Clerk & Responsible Financial Officer to fellow councillors.

2. Apologies for Absence

County Councillor Colin Horncastle and Councillor Jon Storey.

3. Public Participation

None.

4. Short Address by County Councillor Colin Horncastle

Due to the absence of County Councillor Colin Horncastle there was no address.

5. Declarations of Interest

Councillor Ian Stevens, regarding Item 7, re attending a NALC training course @ £30.00
Councillor Ian Stevens, regarding Item 8, with reference to being Governor at Slaley First School.

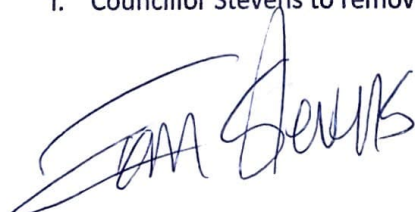
6. Minutes of Meeting 13th April 2023

i. Approval of minutes

The minutes were proposed as a true record by Councillor Lynda Sale and seconded by Councillor Debra Taylor.

ii. Review of actions

- a. Councillor Douglas to place the minutes of 13th April 2023 on the Parish Council website. **Complete.**
- b. Chair to contact Women's Institute with a view to them providing afternoon tea, Sunday 7th May 2023. **Complete.**
- c. Councillor Debra Taylor to contact Chair of Commemoration Hall Trustees to see if event can be held there free of charge. **Complete.**
- d. Councillor Stella Douglas to remove current bookings from that Sunday afternoon. **Complete.**
- e. Councillor Jon Storey to progress defibrillator on behalf of the Council. **Complete.**
- f. Councillor Debra Taylor to approach Acomb Parish Council Chair to investigate if their Clerk could help support Clare Loughlin. **Complete with new action.**
- g. Councillor Stevens to investigate what support NALC can offer Parish Clerk/ Responsible Financial Officer. **Complete.**
- h. Councillor Stevens to update risk assessment by 20th April 2023. **Complete.**
- i. Councillor Stevens to remove damaged wheelie bin at Dipton Court. **Complete.**



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- j. Electric Charging Points, Councillor Debra Taylor to consider how best to review the information contained in the email to the communities attention. **Outstanding. Require update**
- k. Councillor Debra Taylor to update the Parish Council's Standing Orders and Code of Conduct prior to 9th May 2023. **Complete.**
- l. Overhanging hedge at Townhead at the junction, Councillor Storey to approach resident to request hedge to be trimmed or offer support in doing so. **Outstanding. Require update.**
- m. Councillor Stevens and the Parish Clerk to generate meeting agendas. **Complete.**
- n. Councillor Stevens to write the Chairman's Report for the Annual Parish Meeting. **Complete.**
- o. Councillor Stevens and the Parish Clerk to generate notice advising the community of the Annual Parish Meeting. **Complete.**
- p. Councillor Debra Taylor to update the Council's Standing Orders, Code of Conduct and GDPR Policy to allow adoption on 9th May 2023. **Complete.**
- q. Councillor Stella Douglas to update the Council's Advertising Policy to allow adoption on 9th May 2023. **Outstanding.**
- iii. **Matters arising**
 - a. Community Environment Group seeking insurance cover through the Parish Council Councillor Debra Taylor withdrew the request.
 - b. Councillor Ian Stevens to publicise Speedwatch initiative to attract new volunteers.
 - c. Update pending re item 11.c – re blocked drains at Glen Crossroads – Councillor Jon Storey.
Action: Councillor Jon Storey.
 - d. Update pending re item 11.d – re closure of BOATs – Councillor Jon Storey.
Action: Councillor Jon Storey.
- 4. **Correspondence**
 - i. Approval granted for Councillor Ian Stevens and Parish Clerk to attend one NALC course each at a total cost of £60.00
 - ii. To organise with Healey Parish Council a leaving tribute for the Vicar Helen Savage in October 2023, exact date to be confirmed. Councillor Ian Stevens to contact and co-ordinate with Hilary the Churchwarden. (Email received 6th May 2023)
Action: Councillor Ian Stevens.
- 5. **Approaches Made to Councillors**
 - i. Regarding the interruption of the Post Office Service Van due to repairs the situation is still ongoing. Parish Clerk Clare Loughlin to contact Mrs Ward and to keep Mrs Ward updated of developments. Still awaiting reply from the Post Office to query/complaint sent 2nd May 2023.
Action: Parish Clerk to chase.
 - ii. Copy of Risk Assessment for the Community Play Area requested by Mrs Hayward, Headteacher at Slaley First School and a draft version was forwarded by Councillor Ian Stevens.


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6. New Items

- i. Councillors were in agreement with the content of the Community Play Area Risk Assessment put forward by Councillor Ian Stevens. It was agreed that the sub-committee established at the Annual Parish Council meeting would now take its content forward.
- ii. Councillors approved quote for yearly insurance from Gallagher Insurance, £980.58, to be paid 1st June 2023.

7. Planning Applications

No new planning applications.

8. Finance

Copies of accounts for the year ending 31st March 2023 to be forward to all Councillors.

Action: Parish Clerk

9. Parish Council Administrative Arrangements

No concerns as of yet expressed by the Parish Clerk.

10. Any Other Business

Councillors agreed that the mechanism put in place in April 2023 to limit the amount of any other business met with their approval.

11. Date of Next Meeting

Wednesday 14th June 2023

Meeting closed at 9.10pm.


Ian Stevens 14/06/23