1. The Chairman welcomed all to the meeting.
2. Apologies for absence: None
3. The Chairman welcomed the new Clerk Faye Snowden to the meeting. All Members expressed appreciation to the previous Clerk for all his hard work.

Action: The Clerk to send a letter on behalf of the PC thanking Derek Waters.

1. Minutes of the last meeting held on the 12th September (previously circulated) were approved.
2. Matters arising:
	1. Honesty box. £57.71 for last 2 months. MS agreed to cover the next 2 months.
	2. Footpaths in Stables and Roffe Woods. There has been no change with regard to the Woodland Trust. Ten trees required maintenance, BB has carried out the required work and the footpath is now clear.

Action: BB to draft a letter to the Woodland Trust to ask for clarification on the responsibility of future maintenance.

* 1. Village hall extension.

Action: The Chairman to make enquires regarding possible grants available from NYMNPA.

* 1. Roadside footpaths. The Stripe to be discussed at the spring meeting.
	2. Village trees.

Action: MB to contact Mr Brown to ask for a quote for an inventory and condition report.

It was reported, that four trees on the corner of Friars Hill on the road side, just past the salt bin, require attention. The Chairman has informed NYMNPA.

Action: The Clerk to contact Highways to ask if they can help.

* 1. Slowing the Flow. The PC responded to the letter from Mr Neil Parish MP, Chair of Environment, Food and Rural Affairs Committee. The EFRA report ‘Future Flood Prevention’ is now published. Alan Eves was unable to attend this meeting but provided an update stating that upstream measures are still in place and monitored. For localised flooding from farmland, links have been established with landowners, RDC, NYCC and Natural England with proposals to be explored under the Catchment Sensitive Farming Initiative.
1. Finance
	1. The Chairman has spoken to Autela payroll services following advice from YLCA. It was agreed by all Members to hire Autela.

Action: The Clerk to complete the necessary forms and the Chairman to confirm with Autela.

Parish Precept – It was agreed by all Members to increase the precept to £2000. Due to possible expenditure needed for 2017 and considering that parish councils are now responsible for doing more.

Action: The Clerk to send the precept request form to RDC and to obtain confirmation of receipt.

* 1. Invoice from Dowsons has been paid. The account balance is now £3283.47
	2. Invoice received from Littlejohn Auditors.

Action: The Clerk to query what the invoice relates to.

* 1. Asset Register – check needed on each item to bring the list up to date.

Action: MS and The Chairman to update the asset register

Action: The Clerk to enquire if costings are usually included.

1. Planning Application. No objections.
2. NYMNPA Local Plan – No comments were raised.
3. MIP Mast survey – The Chairman provided positive feedback and commented on the limited deadline, on behalf of the PC. The deadline for responses was 1st November.
4. BT Phone Box – The PC have received a notice to buy for £1. Registered interest, which has been acknowledged - now awaiting response.
5. Village Gateway sign – current sign hard to see, discussed need for new higher set stone and new sign.

Action: The Chairman to obtain costings for a new sign.

Action: The Clerk to enquire with RDC if a grant would be available for this.

1. AOB
	1. The old power line pole on Moor Lane is still carrying the BT line.

Action: The Chairman now to contact BT after repeated request to Northern Power had failed.

* 1. Letter received from a visitor regarding parking of their horse trailers on the village green, including a donation of £10 towards maintenance costs.

Action: The Clerk to draft a letter to acknowledge the donation and request that the group notifies the PC in advance of future visits.

* 1. Letter received from a resident requesting to plant a memorial tree to replace a dead tree in the village.

Action: The Chairman to respond to the letter.

* 1. HB informed the PC of a Community Led Housing Scheme initial survey.

Action: Add to Annual Meeting Agenda for discussion.

* 1. HB informed the PC that 50% grants were available for Care Takers. All Members agreed that a paid Care Taker was unnecessary due to the enthusiasm and skills of local residents and volunteers.
	2. Dawson Wood footpath. Needs clearing as cannot be used. Responsibility of the Holt estate.

Action: The Clerk to write to Mr Holt asking that the path be cleared.

1. Meeting dates for 2017 – all agreed. Confirmed as;

Jan 9th, March 13th, April 10th (Public meeting),

May 8th, July 10th, Sept 11th, Nov 13th.

The meeting closed at 8.25pm

Date of next meeting; Monday 9th January 2017 at 6.30 pm.