

**Minutes of the Parish Council Meeting
Held on 15th May 2017 at 7.30pm at the Jubilee Hall.**

Present: - Cllrs Alison Peters (AP) (Chairman), Marcus Fry (MF), James Sumner (JS), Paul Caddick (PC), David Morgan (DM), Steve McMillan (SM), Steve Blick (SB), Anne Curtis (AC).

Graham Smith (Clerk)

1. Apologies for Absence

2. Evacuation Procedure

The evacuation procedure was noted

3. Declaration of Interests

None

4. Governance Statement, End Year Finances & External Audit

(Clerk) informed Cllrs that the review of end of year finances and Governance Statement had taken place by the Finance and General Purposes committee on 8th May 2017. (Papers included in Agenda packs).

(JS) proposed that the Parish Council confirm that the information submitted on the Annual Governance statement to be a true and accurate record. (SB) seconded and all Cllrs unanimously agreed.

17.009 Resolved: The information submitted on the Annual Governance statement is a true and accurate record.

(Clerk) presented to Cllrs the Annual Accounting Statement (Papers included in Agenda Packs) and confirmed that all reconciliations completed and accounts for the year end 2016/17 balance. (JS) confirmed that he had reviewed the accounts and all was in order and proposed that the Parish council accept the accounting statement as a true and accurate report of Parish Council finances for the year 2016/17. (PC) seconded the proposal and all Cllrs unanimously agreed.

17.010 Resolved: The Parish Council accept and confirm that the Annual Accounting Statement is a true and accurate record.

5. Authorisation of Payments

Payments authorisation by Cllrs Alison Peters & James Sumner

5.1.

Details	Chq. no	£
Grounds Maintenance Contract - Apr	2802	1170.00
Photocopy & Print	2803	11.17
Total Payments		£1,181.17

5.2. Payments authorised by Cllrs Paul Caddick & James Sumner

Details	Chq. no	£
Salary – Inspection / Clean	2804	200.80
Clerk – Salary & Expenses	2805	1302.42
Salary – Cemetery Caretaker	2806	106.95
Trough Supply – Allotments	2807	41.58
Photocopy & Print	2808	8.46

Supply – Jubilee Field	2809	17.15
Telephone, Line Rental, BB	2810	191.96
Total Payments		£1869.32

5.3. Recent Receipts

Details	Ref.	£
23 @ £28.35 + 3 @ £17.00	Bank Rec	703.05
CIL Payment	DCR	1,375.50
Parish Precept	DCR	27,124.00
LCTS Grant	DCR	327.50
Gross Interest	DCR	5.23
Deed of Grant – CR Plot 80	Inc2815	48.00
CR Plot 1	Inc2816	82.00
Compensation Payment	Inc2817	100.00
Allotment Plots * 4	2818-2821	113.40
Total Receipts		£29878.68

17.011 Resolved: That all receipts and payments presented to the PC meeting on 15th May 2017 were accepted.

6. Open Discussion

(Cllrs) held a discussion relating to Governance, projects and community engagement.

(AP) confirmed that the notes from the meeting would be distributed to Cllrs.

(Cllrs) unanimously decided that the Parish council meeting scheduled for the 19th June be devoted entirely to Governance.

11. Any Other Business

None

Meeting closed at 21.10 pm

**The next Council Meeting is on
Monday June 19th 2017 at the Jubilee Hall**