

Long Newnton Parish Council

Minutes of the full council meeting held on 13th June 2017

Members

Diane Cronin Chair

Debs Brock Doyle – Vice Chair

Katherine Landale

Richard George

In attendance; Andrea Warrington- (Clerk)

Absent: Jill Peacey

1-2017/18	1	Apologies for Absence – None received
1-2017/18	2	Declarations of Interest in Items on the Agenda – None received
1-2017/18	3	To approve the Minutes of the Council meeting held on the 9th March 2017 – It was resolved to approve the minutes of the meeting held 9 th March 2017 as true and accurate record of proceedings. Proposed Cllr Cronin Seconded Cllr Landale, 2 in favour.
1-2017/18	4	Public questions (if any) None
1-2017/18	5	Clerk's Report Clerk reported that the transparency Grant had been approved and a Computer and printer/scanner had been purchased from John Lewis together with printer ink and paper. See finance note below. The Annual accounts have been completed, seen by Nick Mitchell, internal auditor and are ready to send to Grant Thornton.
1-2017/18	6	To approve Model Standing orders and Model Financial Regulations: It was resolved to adopt the model standing orders/Financial regulations for the use by our Parish Council
1-2017/18	7	To approve the decision to number agenda and minutes from 2017 onwards in accordance with guidelines. It was resolved that future agenda and minutes will be numbered for ease of reference.
1-2017/18	8	Wildlife in village report – Training THURSDAY 29 JUNE starting at 9.00. Richard – Clerk to send reminder email to village about wildlife meeting.
1-2017/18	9	Highways Update on village – following complaint re Church Lane Condition –Di – the council have agreed to prioritise the filing of obvious pot holes along Church Lane but only to the edge of the concrete and not in the man-made passing places. This was because of safety concerns and we were not recommended to fill them ourselves as we could be held liable if an accident were to happen.
1-2017/18	10	To approve purchase of Speed signs with money received from Police Commissioners Discuss ongoing commitment and documents. Signs Di/Kev Beck – We have now received the funds to purchase the speed signs and three quotes have been considered as per previous minutes. The signs will now be ordered and installed and a training day will be arranged so that we can monitor speeding through the village and collect the data available. Di to report back once organised.
1-2017/18	11	Plant troughs update - Bean – Troughs have been collected from Wynnstay and are ready for painting black. We have compost and top soil and Debs is to approach Malmesbury garden centre for any plants they may like to donate. Richard is to provide the slabs for mounting the troughs by the entrance gates to the village.
1-2017/18	12	Website – update Di/Andrea - Pictures of councillors were requested. A concern was raised about the way the pictures on the web site appear to be moving towards you. Clerk said she would amend this to still photographs. Andrea is to train Debs on how to update the web site so that there are two people able to amend and update.
1-2017/18	13	Broad band speed – Bean Fastershire have been given the contract to upgrade all areas, However faster broadband for our area is still at the planning stage Bean is to lobby Geoffrey Clifton Brown. We are aware that Ashley Village already have faster broadband but we think this was funded by a local villager.
		Finance
1-2017/18	14	To approve annual governance statement It was resolved to approve the Annual Governance Statement and this minute reference has been entered on the Annual return
1-2017/18	15	To approve accounting statements It was resolved to approve the Annual accounting statements and this minute reference has been entered on the Annual return
1-2017/18	16	To approve payments (if any) (Clerks expenses). Payments were approved in retrospect to date and unanimous approval was given for the Clerk to claim nominal expenses of £100.00. To date the clerks own personal computer and printer/scanner/paper has been used for all correspondence and a large amount of time has been spent setting up the new web site. Expenses have not been claimed for several years.
1-2017/18	17	To receive most recent income and expenditure figures; These were received with no comment. A computer, printer and software together with paper has been purchased from John Lewis with the money received as a grant from the Transparency fund. The total spent was £592.90 and the grant received was for £695. The remainder of the grant will be held to purchase printer ink/paper as and when necessary.

		<ul style="list-style-type: none"> • Lenovo Ideapad 310Laptop Intel Core i3 8GB £399.95 • Logitech Wireless Mouse £14.99 • HP Envy 5640All in one wireless printer £69.99 • Microsoft Office Home 2016 1 PC One off payment £99.99 • Canon Paper £7.98 																														
1-2017/18	18	<p>To discuss & approve budget for 2017/18 A budget review was undertaken: The following known expenditure was minuted:</p> <table> <tr> <td>Tree Maintenance</td><td>£480.00</td><td>To be annual figure</td></tr> <tr> <td>Speedwatch</td><td>£3500.00</td><td></td></tr> <tr> <td>Trough Purchase & Plants</td><td>£300.00</td><td>Revised from £200</td></tr> <tr> <td>Annual Gardening</td><td>£250.00</td><td>pa</td></tr> <tr> <td>Bench for triangle & concreting</td><td>£500.00</td><td></td></tr> <tr> <td>Web Site set up</td><td>£790.00</td><td>To be £100.00 pa</td></tr> <tr> <td>Post erection</td><td>£300.00</td><td>Nil To be covered by Council</td></tr> <tr> <td>Wildlife expenditure</td><td>£300.00</td><td></td></tr> <tr> <td>Village Upkeep</td><td>£600.00</td><td>pa</td></tr> <tr> <td>Total</td><td>£7020.00</td><td></td></tr> </table> <p>Bank Balance at meeting date £9836.71</p>	Tree Maintenance	£480.00	To be annual figure	Speedwatch	£3500.00		Trough Purchase & Plants	£300.00	Revised from £200	Annual Gardening	£250.00	pa	Bench for triangle & concreting	£500.00		Web Site set up	£790.00	To be £100.00 pa	Post erection	£300.00	Nil To be covered by Council	Wildlife expenditure	£300.00		Village Upkeep	£600.00	pa	Total	£7020.00	
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1-2017/18	19	To agree the Councils response on the following applications received																														
		Extension to Agricultural building at Church Farm - 17/01953/FUL Approved no comment																														
1-2017/18	20	<p>To receive a report regarding the Village Tree Work – Jill Peacey Jill was absent from the meeting but tree work has been completed and the trees look much better. The invoice has been settled. Martin Kerlin undertook the following work:</p> <ul style="list-style-type: none"> • Lime Trees and Horse Chestnut on Triangle – Clear epicormic growth • Ash Tree onTriangle – Remove Ivy • Conifer adjacent to triangle- Crown raise to to 2 Mtrs • London Plane by Green Lane- Sever Ivy • Trees along Green Lane- Remove guards where appropriate and remove dead tree • Lime Trees on Church Lane- Clear Epicormic growth and sever ivy. 																														
1-2017/18	21	<p>To consider and agree any responses to correspondence received for reply None received</p>																														
1-2017/18	22	<p>To receive report/s from meetings/events attended - clerks course? The Clerk gave a short resume of the course recently attended. It mainly centred around Transparency and ensuring that procedures, especially financial are followed.</p>																														
1-2017/18	23	<p>To discuss/approve the purchase of plates, cutlery and glasses for use by PC and PCC Decision not to purchase plates, cutlery and glasses as it was felt we didn't have enough events throughout the year to warrant the purchase.</p>																														
		<p>Other Matters: The chair gave an update on Nursery Barns They have an enforcement notice to move the storage container which has still not been done. Nothing for us to do as the planning department are dealing with it and will keep us informed.</p>																														
		Date of next meeting Thursday 7th September																														
		Agenda items for next meeting:																														
		<i>Andrea Warrington Clerk/RFO Long Newnton Parish Council</i>																														