



Credenhill Parish Council

MINUTES OF AN ANNUAL MEETING OF CREDENHILL PARISH COUNCIL HELD IN THE YOUTH AND RESOURCE CENTRE ON 17 MAY 2017

Present:

Councilor Mr Andrew Slater -Vice-Chairman (AS)
Councillor Mr Ray Rose (RR)
Councillor Mr Terry Smissen (TS)
Councillor Mr John Bevan (JB)
Councillor Mr Adrian French (AF)
Councillor Mrs Dot Pullen (DP)
Councillor Dr. Richard Baxter (RB)

Parish Council Clerk/RFO

Mrs. Marion Scott

Also Present

Ward Councillor Mr Bob Matthews (Arrived 7.30pm. Left 8.45pm). Two members of the public.

The Vice-Chairman opened the meeting at 7.00pm

1. Chairman's Report:

Vice- Chairman Mr. Andrew Slater read a report thanking all members of the Parish Council for the work that they had carried out during the year and also Councillor Bob Matthews for working tirelessly on matters that arose during the year. He also welcomed the two new Councillors Mrs Emma Baxter and Dr. Richard Baxter on to the Parish Council.

2. Election of Chairman:

Proposed by Vice-Chairman Mr. Andrew Slater that Mr. Terry Smissen be elected as Chairman and Seconded by Mrs Dot Pullen, which he duly accepted.

3. Chairperson's Declaration of Acceptance of Office:

Mr. Terry Smissen signed Declaration of Acceptance of Office.

4. Election of Vice-Chairman:

Proposed by DP and Seconded by RR that Andrew Slater be appointed as Vice-Chairman.

5. To receive and accept apologies for absence:

Councillors Mr Andrew Round, Paul Burridge and Mrs Emma Baxter had submitted their apologies that they would not be able to attend. No notification from Councillor Mr. Dave Sherrard.
Locality Steward Mr Mike Gill not present.
No presence for the local police.

6. Declaration of Interest & Dispensations:

- 6.1 No declarations of interest received.
- 6.2 No applications for dispensations received.

7. Speakers –

- 7.1 Mr Bob Matthews gave an up-date on the Proposed improvements in the Parish which he had received from Mr. Bruce Evans. (Transcript attached to the Minutes).
He also stated that all traffic measures proposed should be funded by M.O.D.
Various works had been carried out by Mike Gill including cleaning of the Credenhill signs upon entering the village and repair of the glass on the 30mph warning sign.
- 7.2 Two members of the public present.

8. Up-date of Notice of Registrable Interest Forms:

No up-dates required.

9. To approve and sign the Minutes as a true record of the Ordinary Meeting held on 19th April 2017:

Following a proposal by DP and Seconded by AF it was resolved that The Minutes of the Ordinary Parish Council Meeting held on the 19th April 2017, having been previously distributed were unanimously confirmed as true records, and the amendment for the Minutes of the Ordinary Parish Council Meeting held on 15th March 2017.

10. Standing Orders and Financial Regulations:

Proposed by RB and Seconded by AF that the Standing Orders and Financial Regulations be adopted subject to the following amendment: 5.5.2 A resolution of the Council will nominate at least two members to be authorised by the Council to sign cheques.

11. Appointment of parish working groups:

Working Groups to continue as for the previous year.

12. To confirm Bank Signatories and Representatives on Outside Bodies:

Bank Signatories to remain the same: AS and JB. Proposed by RR and Seconded by AF. No representatives on outside bodies.

13. Accounts and Financial Statements:

The Annual Governance Statement and Accounting Statements were signed by the Chairman Mr. Terry Smissen.

14. Internal Auditor:

Proposed by AS and Seconded by DP that Ms. Sue Hathaway be re-appointed as Internal Auditor.

15. Insurance Provision for 2017-2018:

The Parish Clerk informed the Parish Council that she has requested another quote from Zurich Insurance. Proposed by AF and Seconded by AS that if the quote was cheaper than the quote from Rees & Co. to accept it.

16. Land and Assets Register:

The Parish Clerk was requested to up-date the Land and Assets Register and to submit at the next Parish Council Meeting.

17. HALC Membership:

Following a proposal by RR and Seconded by JB, it was decided not to be a member of HALC.

18. Meeting dates:

Meeting dates for the forthcoming year be confirmed as the 3rd Wednesday of the month excluding August 2017.

19. Financial Information:

Account balance 31 March 2017
Current account: £903.00
Reserve account: £17,914.17
Total bank balance: £18,817.17

Direct Debits

British Gas	20.97
British Gas	31.55
Welsh Water (01.03.2017)	7.00
Total payments	£59.52

Payments received:

Rent (01.04.2017)	750.00
Interest	0.30
Precept	10,750.00
Total received	£11,500.30

Cheques to authorise:

C Powell	255.13
M. Scott PC/RFO (April)	246.00
M. Scott – Expenses	40.75
HMRC	61.50
Pip Printing	318.40
Total	£921.78

£2,000 transferred from Reserve Account 19th April 2017

Debtors

Credenhill Community Hall £33.11/ £51.16.

Credenhill Social Club £51.16

Rent £3500 – NB: £576.50 from sale of equipment held by Credenhill P.C.

Closing balance £29,336.17 (Opening balance £18,817.17 +£10,519)

Community Account: £1,921.70

Community Reserve Account £26,664.47

Deposit – Credenhill Pre-School: £750.00

19.2 Receipts. See above.

19.3 Invoices for payment. Following a Proposal by DP and Seconded by RR it was **resolved** that the above payments are paid from the parish funds.

20. Planning Application Received:

None received.

21. To Receive Reports from working groups:

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| i Community Hall | AF confirmed that the Community Hall had a new Treasurer. Nothing further to report. |
| ii Footpaths | Nothing to report. |
| iii Planning | Refer to item 20. |
| iv Shops/Business | Nothing to report. |
| v Flood Alleviation Scheme | Nothing to report. |
| vi Schools | A new Head Executive has now been appointed. Proposed by DP and Seconded by AF that The Parish Clerk write to the Police and ask them to visit the School area at lunch-time because of parking and speeding concerns in the vicinity of the school. |
| vii Roman Park – General | Refer to Item 23.1. |

22. Diary Actions:

- 22.1 The Parish Clerk informed the Parish Council that she had contacted Mr. Terry Gordon (Gordon Playground Inspections) to carry out the annual ROSPA Report and was awaiting a reply.
- 22.2 Refer to Item 15.

23. Matters arising since last meeting (Clerk to lead):

- 23.1 Up-date on Roman Park fence repairs. The two members of the public present stated that the fence would be fully re-instated and were waiting for the contractors to come and carry out the repairs.
- 23.2 The Parish Clerk would proceed with the order of the play equipment.
- 23.3 It was agreed by all Councillors that the present e-mail arrangements remain the same.

24. Confirmation of the next Ordinary Meeting, Time and Venue

The next Ordinary Parish Council Meeting which will be convened at the Youth and Resource Centre on Wednesday 21 June 2017 at 7.30pm.

The Chairman declared the meeting closed at 8.50pm.

Councillor Mr Terry Smissen Chairman

Signed.....

Date.....