

## DAGLINGWORTH PARISH COUNCIL

Minutes of The Parish Council meeting held on Monday 27<sup>th</sup> June 2016 in Daglingworth Village Hall at 6.30pm

Present: Chair Cllr Chris Price, Cllr Liz Keen, Cllr Geoff Elliott, and Cllr Roger Giles.

1. No apologies.
2. No declarations of interest were made.
3. The minutes of the meetings held on May 9<sup>th</sup> 2016 were agreed as a correct record and signed by the Chairman.
4. Matters arising from the minutes of the last meeting.

(i) Highways and traffic matters

The Chairman reported that Richard Gray has promised to clear the silt trap at the bottom of Overley Road but could not give the work high priority. It is now urgently in need of attention.

It was agreed that the Parish Council should seek funding from Cllr Parsons to carry out the work ourselves either using Joe Whittaker or possibly employing Ubico. However, the silt traps at the top of Dowers Lane and at the Church Lane crossroads needed specialist equipment.

It was reported that it was planned to trim the High Path this week.

(ii) Update on Parish Council website

It was agreed that Councillors would provide a picture and write a few lines about themselves for inclusion on the new website. Further that an email address would be created for each Member of the PC.

It was also agreed that Brendan McCarthy and Nanette Randall be invited to write a short item on the history of the Millennium Green. Further that Speedwatch information would be provided by Geoff Elliott.

It was also agreed that the Parish Clerk vacancy be posted on the website.

(iii) Update on Parish Clerk position

The Chairman reported that the recent expressions of interest had come to nothing. If the remaining suggestions were unsuccessful it was agreed that the post would be advertised through CDC channels.

(iv) Obstruction to Grove Hill bridle path

Unfortunately, there was no progress to report on this item.

- (v) Date for village meeting to discuss installation of a defibrillator.

It was agreed that the meeting be scheduled for September 9th. Furthermore, the bar would be open on the evening of the meeting. It was also agreed that the new Village Agent (Cynthia Laird) be invited to the Meeting as she had expressed an interest in meeting PC members and residents.

- (vi) Response from GCC on parking concerns.

Richard Gray had responded drawing our attention to the "Highway Code (sections 242 & 243) which places the responsibility with the individual driver to ensure that their vehicle is parked on the carriageway in such a position or location so as not to represent a hazard to other users of the network. If indiscriminate or inconsiderate parking is causing an obstruction or significant highway safety issues then in the first instance this would be a matter for the Police to deal with". He indicated he would bring the matter to the attention of the local policing team. Further he did not wish to embark on adding more white lines without further investigation. It was agreed that the position would be monitored, especially as some vehicles are only present whilst major building works are on going in the village.

#### 5. Questions from the public

No members of the public were present.

#### 6. To receive letter of thanks from John Bliss

The Chairman read out a letter of thanks from John Bliss thanking parishioners for the generous gifts given to him on his retirement.

#### 7. To consider updating the Village Plan.

Cllr Elliott introduced a draft questionnaire designed to update the Village Plan. It was agreed with an amendment that it include an option for completion on line if possible. Responses to be delivered to Cllr Elliott's address or ring to arrange collection. The questionnaire to be delivered with Parish Connections.

### PLANNING

#### 8. Planning Applications and Decisions since the last meeting

- (i) Ref: 16/01465/FUL: consent granted
- (ii) Ref: 16/02264/CONR: tree work approved
- (iii) Ref: 16/02044/CONR: tree work approved

### CORRESPONDENCE & GENERAL BUSINESS

#### 9. To consider matters related to the annual audit

- (i) Appoint of internal auditor was approved at the previous meeting  
The appointment of David Godding was approved at the previous meeting.
- (ii) Risk assessment policy review  
Cllr Giles reviewed the policy and considered it fit for purpose.
- (iii) Standing orders review  
Cllr Giles reviewed the standing orders and considered them fit for purpose.
- (iv) Financial governance policy: review of document.  
Cllr Giles reviewed the policy and considered it fit for purpose.

#### FINANCE

#### 10. To review the valuation of assets

It was agreed that the valuation should remain the same as last year, £35,652.

#### 11. To note the insurance premium for the current year

Agreed as £ 471.84 ( £445.65 last year).

#### 12. To approve the external audit submission.

- (i) Annual Governance Statement approved, signed by Chair and dated 27<sup>th</sup> June 2016
- (ii) Accounting Statement approved, signed by Chair and RFO and dated 27<sup>th</sup> June 2016
- (iii) Annual Internal Audit Report completed by David Godding.
- (iv) Items included in external audit:
  - statement of variations in excess of £ 250 from last year,
  - year end Bank Reconciliation and
  - Statutory Notices.
- (v) External Audit Submission to be sent in post on 28<sup>th</sup> June 2016
- (vi) Members expressed their thanks to David Godding for his help and guidance
- (vii) Members expressed their thanks to Cllr Keen for her hard work in completing the documentation for the audit.

#### 13. To note the precept and agree a budget for the coming year

The precept for the coming year was noted as £6347. Cllr Keen presented a budget for the coming year – in line with current spending, which was agreed.

#### 14. To agree invoices and payments for the past two months.

The following invoices have been paid:

- (i) Additional insurance payment £112.75, due to error made in payment reported at last meeting
- (ii) Jim's Mowing £523.00.

15. Bank reconciliation

Closing balance at 09.05.16 £ 13763.52: current account £14756.33.

16. Items for the next Agenda

Defibrillator

Progress with village survey

Broadband progress

17. To agree date of next meeting

Monday, September 29<sup>th</sup> 2016 at 7.30pm.

**Meeting closed: 8.40pm.**