WESTON-sub-EDGE PARISH COUNCIL

MINUTES OF A MEETING OF THE PARISH COUNCIL HELD IN THE

HALL OF FRIENDSHIP AT 7.15P.M. ON 10th MAY 2011

PRESENT: Cllrs Bill Carruthers (chairman) Alan Edmonds Mike Jelley Joan Jenkins Jenny King Chris Rossington David Smith

IN ATTENDANCE: 0 members of the public clerk

The chairman opened the meeting by welcoming Joan Jenkins to the parish council. Councillors were in agreement that the clerk should write a letter of thanks to Alan Cotton, having been a long standing member of the parish council. **ACTION CLERK**

11/053 TO ELECT CHAIRMAN TO THE PARISH COUNCIL:

Bill Carruthers was nominated as chairman, being willing to stand and there being no other nomination, Bill was duly elected.

11/054 TO ELECT VICE-CHAIRMAN TO THE PARISH COUNCIL:

Chris Rossington was nominated as vice-chairman, being willing to stand and there being no other nomination, Chris was duly elected.

11/055 COUNCILLORS' DECLARATIONS OF INTEREST:

There were none.

11/056 NOTICE OF ABSENCE:

There were none.

11/057 TO APPROVE MINUTES OF THE MEETING HELD ON 26.04.11: With the addition of the name 'Jenny King' to the list of names in the sixth line in paragraph 11/048 1.0 and the deletion of 'and suggests continuing the Church Street footpath to Harris Lane would be a beneficial as an example' from paragraph 11/051 11/034 4.0, councillors unanimously **resolved** approval of these minutes; the chairman signed them as a true record of the business.

11/058 COUNTY COUNCILLOR' REPORT:

No report was available.

11/059 DISTRICT COUNCILLORS' REPORT:

No report was available.

11/060 PLANNING MATTERS:

APPLICATIONS BEFORE THE PARISH COUNCIL:

There were none.

DECISIONS OF THE LOCAL PLANNING AUTHORITY CONSENT/PERMIT:

There were none.

11/061 FINANCE:

1.0 TO RECEIVE INTERIM STATEMENT AND BANK RECONCILIATION:

The monthly financial statement and bank reconciliation were before the meeting. The chairman initialled the bank statements.

2.0 TO APPROVE PAYMENTS DUE:

Cheque	date	paid to	item	amount	cost	VAT	total
200395	10.05.11	Chris Tombs	clerk's salary for May (less PAYE)		110.00	0.00	110.00
200396	10.05.11	Hall of Friendship	hall hire for 26.04.11		15.00	0.00	15.00
200397	10.05.11	Zurich Municipal	parish council insurance for 2011/12		474.99	0.00	474.99
200398	10.05.11	David Smith	paper for election publicity		17.29	3.46	20.75
200398	10.05.11	David Smith	battery charger/cabling		45.33	9.06	54.39

Chris Rossington proposed and Alan Edmonds seconded making these payments which councillors unanimously **resolved** approval.

3.0 TO REVIEW PARISH ASSET REGISTER:

The chairman led and councillors agreed that the process needs a policy over the write off of consumables, indexation of the value of capital items and an adoption of a 'new for old' valuation for insurance purpose. It was agreed that the chairman and clerk would present a procedure for consideration at next meeting.

ACTION WC/CLERK

4.0 TO APPROVE CHAIRMAN TO SIGN THE ANNUAL RETURN FOR THE EXTERNAL AUDIT:

Before the meeting were copies of sections 1 and 2 of the annual return; section 1 showing the figures for 2010/11, unaudited, as it has not been possible for the audit to take place. Councillors deferred approval until audited accounts were available. The clerk agreed to inform the external auditor of the likely delay. **ACTION CLERK**

11/062 TO REVIEW PARISH COUNCIL STANDING ORDERS AND FINANCIAL REGULATIONS:

The clerk again apologised for not having available an up to date draft of these documents and will do so as soon as possible. Councillors noted that the existing documents will suffice for the moment.

11/063 TO REVIEW PARISH COUNCIL REPRESENTATION ON OUTSIDE BODIES:

Of the three outside bodies, the Frances Ellis trust, Hall of Friendship trust and the Education trust councillors were content that the incumbent appointees should remain namely Geoffrey Weaver, Bill Carruthers (by default as parish council chairman) and Kate Thorpe. Councillors asked the clerk to enquire the progress of winding up the Frances Ellis trust since it is moribund. **ACTION CLERK**

11/064 TO NOTE MATTERS ARISING FROM THE MINUTES OF LAST MEETING NOT COVERED ELSEWHERE:

11/007 3.0 Purchase salt bin for Harris Lane – Glos Highways may provide one f.o.c. in the autumn – **action awaited ACTION CLERK**

11/017 Obtain costs of the youth club – **actioned** – youth leader at £18/hr, hall hire £14/hr making a total of £64 per session.

11/031 Granting of a licence to sell alcohol at Unit 28 Weston Ind. Est. – Sue Jepson to take the concern of the parish council back to the licensing committee – **action awaited**. **ACTION SJ**

11/033 3.0 Is money available from the EU for flood resilience, consult the MEP? – **action awaited**. **ACTION BC**

11/034 4.0 Make available link on guidance on speed reduction in rural settlements – **actioned**.

11/047 2.0 Contact details for Bob Skillern's superior – he is back in post now.

11/048 2.0 Fresh produce market – councillors heard that the Hall of Friendship committee is organising the MacMillan Nurses coffee morning later in the year with a produce market included. Support for this will be used as a barometer for likely support for a market in the future and will determine the viability.

11/050 Invitations from the various local groups to contribute reports for the APM – the clerk reported that this is in hand.

11/065 CORRESPONDENCE RECEIVED SINCE LAST MEETING:

A list of correspondence received was before the meeting.

11/044 GAPTC training – councillors agreed to attend councillor and planning training – councillors to inform the clerk of their intentions.

11/048 Resignation from the emergency planning group – the chairman thanked Chris Rossington for the considerable work she has put into this project. It was agreed a fresh start with a new team and leader is needed and that the APM could be used to publicise this. **ACTION WC**

There being no other business the chairman closed the meeting at 8.10p.m.

Signed……Date…….