

**Minutes of the Meeting of Blyton Parish Council held on Monday 21st May 2018 in the Parish Room at 7.30pm**

**Present:** Councillor B Barley (Chairman)  
Councillor J Daubney  
Councillor M Harrison  
Councillor R Turnbull  
Councillor B. Barnett  
Councillor A Codd

**Also Present** Helen Pitman (Clerk)

1. **Election of Chairman:** Cllr Barley. Proposed, Cllr Turnbull. Seconded, Cllr Codd. Elected.
2. **Apologies and reasons given** Councillor C Quirke & Councillor C Daubney. Cllr Clark having resigned earlier in the week a notice of vacancy is to be posted.
3. **Election of Vice Chairman:** Defer.
4. **To receive declarations of interest in accordance with the Localism Act 2011 and to receive any applications for Dispensation. Members may make any declarations at this point but may also make them at any point during the meeting** None.
5. **To approve minutes of the last meeting held 23rd April 2018** Signed as a true record. Proposed, Cllr Harrison. Seconded, Cllr Codd.
6. **Clerk's report on matters outstanding** The clerk reported that she has again contacted WLDC re the old phone box to chase BT to remove; a new door for the defibrillator is to be fitted; new signs for the cemetery and parish room have been installed; an additional bracket for the SID is on order; the bus shelter has again been damaged and the glass removed. A grant application for £300 towards the memorial bench has been completed by the clerk and signed by Cllr Mewis. A decision is now awaited from WLDC.
7. **Planning** PL0023 MUGA, Blyton School. No objections/comments. The clerk has met with the school secretary and seen the site for the proposed MUGA and it has been agreed by the head that the parish council may visit the school to speak with pupils to get their views on new play equipment for the village.
8. **Correspondence:** Letter of thanks from Citizens Advice Bureau for grant cheque.  
Email from resident regarding deliveries of slurry. Discussed in public forum. Clerk to speak with WLDC Environmental team and LCC Highways.  
Letter from BcL Fundraising to be discussed at next meeting **agenda**
9. **Financial Matters:**  
Resolved to pay:  
Payments: Axholme Pest Control £171.60; H. Pitman (salary & expenses) £459.62; LCC £1400; Information Commissioner £35; Total Signs & Graphics £262.08; Helping Hand £886; Wright Vigar £372.
10. **Review effectiveness of Internal Auditor & Appoint for 2018/19:** The council approved the internal auditor's report and duly signed it. With regard to F on the Internal Audit Report the auditor had ticked the YES box and not the NOT COVERED box as advised by the external auditor the previous year as in his opinion not covered meant he had not looked at it whereas the reality is the council does not carry petty cash. Council accepted his reasoning.

**11. Annual Return for the year ended 31st March 2018:****a) Execute Annual Governance Statement** Executed and duly signed.**b) To Approve Statement of Accounts** Approved and duly signed**12. To review Standing Orders:** Reviewed**13. To review Financial Regulations:** Reviewed**14. Review & confirm arrangements for insurance cover in respect of all Insured Risks & Asset Register:** Reviewed. Insurance with Came & Company at a cost of £1086.17.**15. Review Council's Complaints Procedure:** Reviewed**16. Review Council's Procedure for handling requests made under FOI 2000 and the Data Protection Act 1998:** Reviewed**17. Review of Cemetery Fees:** Resolved to increase in line with inflation to the nearest £5. Proposed, Cllr Barley. Seconded, Cllr Turnbull.**18. To adopt policies in order to ensure Compliance with General Data Protection Policy Regulations:** All policies adopted. Proposed, Cllr Barley. Seconded, Cllr Harrison.**19. To receive report on drainage issues:** Despite Cllr Harrison asking for information on Facebook no one has come forward with drainage issues other than what is known. The problems outside no 91 High Street were reported by the clerk some time ago but nothing has been done. The clerk is waiting for the agencies meeting on 8th June before further communication with Paul Brookes, LCC, to ask what, if anything they are doing about the Ice Cream Parlour flooding and subsequent problems it may cause to the High Street. She will also chase Cllr Perraton Williams who was due to report to council at the March meeting.**20. To discuss & resolve on this month's Facebook posts:** Allotments; Meeting for play are. It was agreed Stuart Otter form a committee with the help of Ben Barley; Parish Council vacancy.**21. To discuss allotments:** The chairman will meet with Cllr C. Daubney to ascertain which allotments are vacant and this will then be posted on Facebook. Clerk to contact resident on waiting list.**22. Items of information to be noted and if necessary dealt with at the next meeting:**

PProW overgrown. Clerk to contact LCC to find out when they are due to be cut. If not scheduled for some time to ask Mr Troop to cut.

The recent litter pick was successful with three members of the public involved for the first time.

Dog fouling signs needed for the village.

**23. Resolve to move into closed session to review clerk's & caretaker's pay:**

Caretaker's pay increased to £175 per half year.

With all business concluded the meeting closed at 8.55pm with the next meeting on Monday 25th June at 7.30pm.

Signed ..... Dated .....