

“DRAFT”

**Minutes of the ANNUAL MEETING of Blyton Parish Council held in the
Council Room on Tuesday 19th May 2015 at 7.30 pm.**

Present: Councillor O Bates
Councillor R Turnbull
Councillor M Solomon
Councillor A Clark
Councillor J Daubney
Miss J Bates (Clerk)

Apologies: Councillor C Quirke

Also present: Ben Barley
Tracey Hedges

1/5/15 Election of Chairman

Proposed by Councillor Solomon to Elect Councillor Bates as Chairman, seconded by Councillor Clark, with all in favour. Councillor Bates accepted the position and signed the Declaration of Acceptance of Office

2/5/15 Election of Vice Chairman

It was RESOLVED to suspend SO no. 1g to defer this item until later on in the meeting after agenda item 7/5/15.

3/5/15 Delivery by Councillors of their declarations of Office

All Councillors signed their declarations of acceptance.

4/5/15 Apologies and reasons given

Apologies were received from Councillor Quirke and reasons accepted.

5/5/15 To receive Declarations of interest in accordance with the Localism Act 2011 and to receive any applications for dispensation.

There were no declarations.

6/5/15 To approve the minutes of the last Meeting held on 27.04.15

It was proposed that the minutes were accepted by Councillor Clark and seconded by Councillor Turnbull, with all in favour, it **WAS RESOLVED** to approve the minutes.

7/5/15 Co-option of Councillors

It was proposed by Councillor Solomon and seconded by Councillor Turnbull, and RESOLVED to co-opt Ben Barley and Tracey hedges as Councillors, with declarations of acceptance signed.

At this point it was proposed by Councillor Turnbull and seconded by Councillor Clark to elect Councillor Barley as Vice-Chairman, which he accepted, from deferred agenda item 2/5/15.

8/5/15 Review and adopt Code of Conduct/Standing Orders/Media Policy

With a slight wording change to the Standing Orders, all 3 above policies were adopted with all in favour.

9/5/15 Review & adopt Financial Regulations

New format of the financial regulations had been circulated, it was RESOLVED to adopt the policy with Councillor Clark, Daubney or Hedges liasing with the clerk for the quarterly internal audit.

10/5/15 Review and confirm arrangements for Insurance Cover in respect of all Insured Risks & Assets Register

The clerk informed Councillors that she had received renewal terms from Came & Co, at £1014.19, although the 3 year term has not ended, if we wished to take advantage of confirming a further 3 year contract ending in May 2018, then the premium would reduce to £963.48. It was proposed by Councillor Clark, with Councillor Barley seconding to take advantage of the 3 year agreement.

The clerk also informed members that Drewery & Wheeldon had carried out a valuation of the Council Room, now to be insured at £60,000, she still had the rest of the Asset Register to update and was awaiting news on the War Memorial.

11/5/15 Review of Council's employee's pay and conditions of service

After a short discussion it was RESOLVED to leave the Caretaker's Salary at £250. The clerk went onto to explain that her hours had not been reviewed since 2010, and had brought examples of other Councils and a survey conducted by the SLCC, Councillors wished the clerk to remain in the room and **resolved** that her hours would be re-set at 9 hours per week, and reviewed yearly with her scale increasing to SCP23, as per last years resolution, with the yearly £100 computer allowance. The clerk thanked all Councillors for their support.

12/5/15 Establish or review the Council's Complaints Procedure

No changes required to the current policy

13/5/15 Establish or review the Council's Procedure for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998

No changes required apart from an update of Councillor's details.

14/5/15 Cemetery Fees

It was **RESOLVED** to make a small increase on the Cemetery Fees and to leave this as an Annual agenda item.

15/5/15 Clerks Report on Matters Outstanding

The bus shelter window has been repaired. The clerk is meeting with Highways on Friday to discuss the dropped kerb at Kirton Road.

The hedge near the railway bridge is still not resolved. Nothing from Lives at present. The old support from the electricity poles at the allotment have been left sticking out the ground , national grid are now aware of this..

16/5/15 Planning

WLDC 132430- Croft Farm laughton Road – PERMISSION GRANTED

WLDC 132386 – Rectory Farm, laughton Road – PERMISSION GRANTED

Wind Farm – No updates as such

Proposal of Holiday Lets at Hall Farm Blyton – further information had been received reference the various observations submitted to WLDC – Clerk to circulate.

17/5/15 Correspondence

General correspondence was read out and noted

18/5/15 Financial Matters – Monthly statement to approve and Audit Papers and Accounts to sign.

The statement was approved by Councillor Clark and seconded by Councillor Barley and so it **WAS RESOLVED** that the chairman would sign the statement for the record. The Audit Papers were presented and signed to be returned to the External Auditor Grant Thornton, and it was **RESOLVED** that the accounts be signed and returned to Wright Vigar with a small comment regarding the way the Miscellaneous expenses had been grouped.

19/5/15 Black Horse football team/playing field

Although it had been decided that this may not be possible until next season, a meeting with all concerned had taken place and the football team are willing to do a lot of the work required on the field themselves to get on there for this season. The Black Horse will fund nets and flags etc and the team will organise marking the pitch, moving the goalposts and repairs to the changing room. Helping hand advised that to keep the grass at a shorter length for the season it would be £50.00 per cut per week rather than the £70 every couple of weeks. With all this in mind Councillor Barley proposed that for this year only with a review for next season to charge the team £200, with Councillor Clark seconding, this was **RESOLVED**. Clerk to speak to the team and to helping hand as to when will be an appropriate start to the season re the grass.

20/5/15 Post Office Quotations

The clerk had met with BP Joinery and was awaiting the quote.

21/5/15 Highways / Drainage

The clerk had met with the Old Blyton highways officer who advised where to begin with this at LCC level. This will be an ongoing agenda item.

22/5/15 Items of information to be noted and if necessary dealt with at the next meeting.

The Chairman requested that Road Closure for Remembrance Day be looked at. State of the trees near the Ice Cream Parlour on the public footpath to be looked at.

With all business concluded the meeting closed at 9.10pm with the next meeting being Monday 29th June 2015 at 7.30 pm.

Signed Dated