

Alderminster Parish Council

Annual Meeting of the Parish Council

Wednesday 17th May 2017
Alderminster Village Hall 6.30 pm

Present: Cllr John Melville
Cllr Geoff Smith
Cllr James Dignan
Cllr Mark Meadows
Mrs M Norman (Parish Clerk and Responsible Financial Officer)

Also present: Cllr Izzi Seccombe and 3 members of the public

1	Election of Chairman: Cllr Melville proposed Cllr Smith as Chairman. This was seconded by Cllr Meadows. Cllr Smith was unanimously elected as Chairman of the Parish Council.
2	Election of Vice Chairman: Cllr Meadows was elected as Vice-Chairman.
3	Apologies: Apologies for absence were received from Cllr Jones and were accepted by the Council.
4	Declaration of interests There were no declarations of interest.
5	Declaration of acceptance of office: The Chairman signed the declaration of acceptance of office form which was witnessed by the clerk. He expressed his thanks to Cllr Melville for his hard work during his period in office. Cllr Melville had steered the Council through some difficult times, and members were all very appreciative.
6	Minutes of the previous meeting of the 15th March 2017 The minutes of the meeting on the 15 th March 2017 were unanimously agreed as an accurate record and signed by the Chairman. The Chairman varied the order of the agenda to enable the Council to discuss item 8:
8	Presentation and acceptance of annual accounts 2016-2017: <ol style="list-style-type: none">The internal audit report was received by the Council. It was noted that there were no issues giving cause for concern.The Annual Governance Statement was approved by the Council and signed by the Chairman and clerk.The Accounting Statements were approved by the Council and signed by the Chairman and clerk.

	<p>d) The internal income and expense accounts were verified by the Council and signed by the Chairman.</p>	
9	<p>Insurance: After discussion, it was resolved to accept the quotation offered by Zurich Insurance at an annual cost of £206.00.</p>	
7	<p>Matters arising: Cllr Seccombe had, as requested, asked the Highways Department to explain the criteria they had used to assess traffic impact in the event of planning permission being granted for an anaerobic digester. As yet, no response had been forthcoming.</p>	
10	<p>Neighbourhood Plan survey: It was agreed to defer the Chairman's report on this item until the Parish Meeting to follow.</p>	
11	<p>Website: The clerk reported that the new website was virtually complete. Two issues remained to be resolved, namely a direct link to Alderminster planning applications on Stratford District Council's planning portal, and the issue of transfer of domain name.</p>	
12	<p>Traffic calming measures: The Chairman reported that the speed camera scheme was now in place, with three villages sharing the speed gun. Two more volunteers had come forward from Alderminster, and the Chairman estimated that traffic speed would now be monitored between 16 and 17 times per year.</p>	
13	<p>Defibrillator batteries: It was resolved to purchase replacement back up batteries for the defibrillator.</p>	
14	<p>Planning applications</p> <p>a) 17/00709/FUL 13 Alderminster: widening of existing dropped kerb access, two storey side extension and single storey rear extension.</p> <p>b) 17/00993/FUL Mulberry House, Alderminster: Amendment to planning application 16/01197/FUL to increase length of garage, width of log store with additional windows to side and rear elevations and repositioning of one window to rear elevation.</p> <p>It was resolved to object to this application.</p> <p>To receive any results of planning applications: The Council noted the following results:</p> <p>i) 17/00709/FUL 13 Alderminster: application withdrawn.</p>	
15	<p>Accounts for payments and finance matters: The following payments were approved and authorised:</p> <p>i) HMRC (income tax) £**</p> <p>ii) Clerk's salary £**</p> <p>iii) Alderminster Village Hall (hire of hall) £90.00</p> <p>iv) Groundwork UK (grant repayment) - £534.00</p> <p>v) G. Smith (Neighbourhood Plan expenses) - £28.86</p> <p>vi) HMRC (income tax on clerk's salary) - £**</p> <p>vii) Clerk's salary - £**</p> <p>viii) Stratford District Council (Neighbourhood Plan survey) - £1,682.40</p>	

- ix) Information Commissioner (Data Protection Registration) - £35.00
- x) Alderminster Gardening Club (grant) - £500.00
- xi) WALC (annual subscription) - £156.50

16 **Correspondence:**

A letter of thanks had been received from the Parochial Council for the contribution made by the Parish Council towards repairing the clock.

17 **Councillors' reports and items for future agenda:**

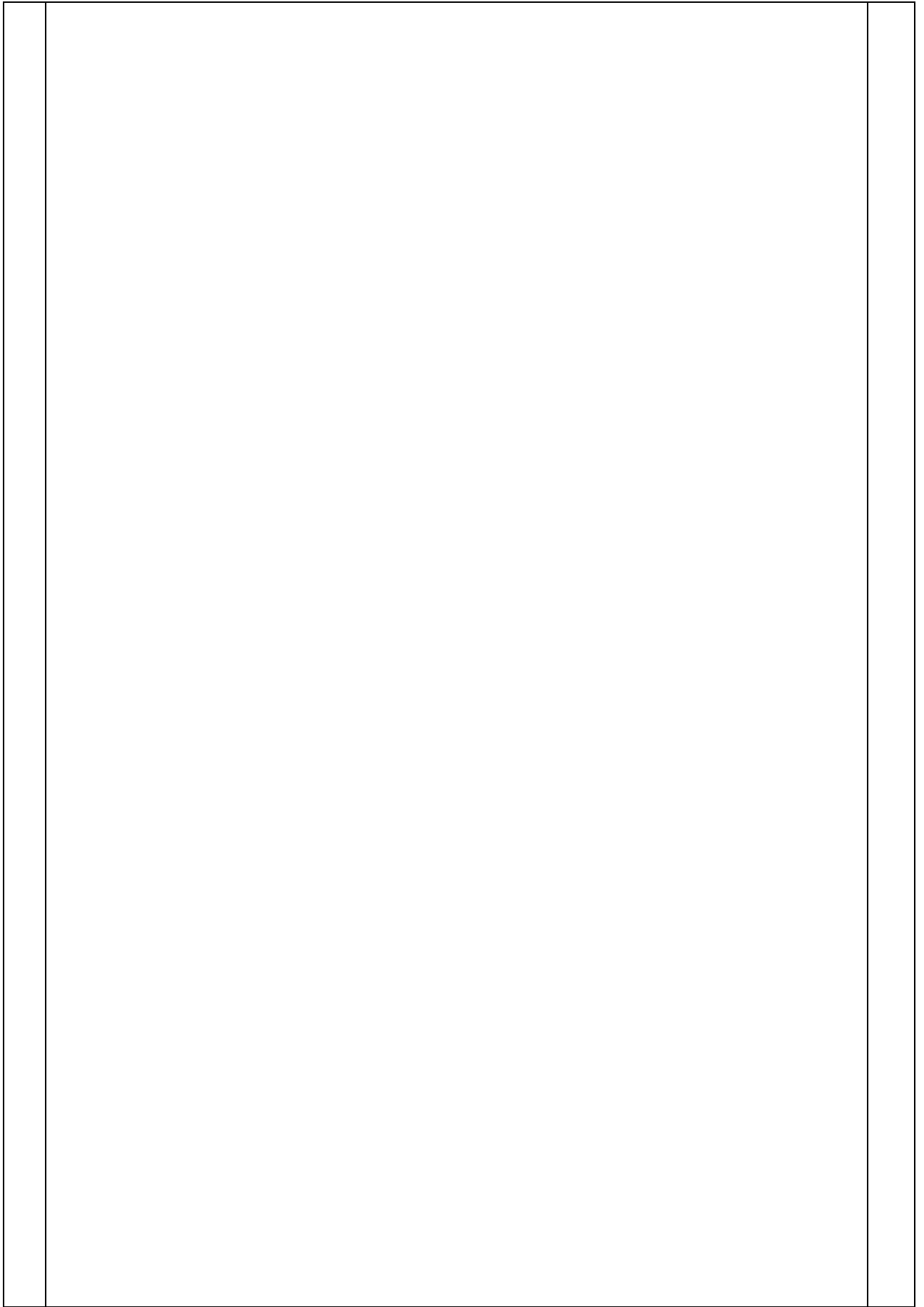
No items were noted.

18 **Dates of forthcoming meetings:**

Wednesday 19th July 2017
Wednesday 27th September 2017
Wednesday 15th November 2017
Wednesday 17th January 2018
Wednesday 21st March 2018
Wednesday 16th May 2018

Close of meeting:

The meeting closed at 7.01 pm.



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