

Alderminster Parish Council

Annual Meeting of the Parish Council

Wednesday 15th May 2019
Alderminster Village Hall 7.30 pm

Present: Cllr Karen Jones

Cllr Mark Meadows

Cllr John Melville

Cllr James Dignan

Cllr Jonathon Gullis

Mrs M Norman (Parish Clerk and Responsible Financial Officer)

Also present: Cllr Izzi Seccombe and one member of the public

1	Election of Chairman: Cllr Melville proposed Cllr Jones as Chairman and this was seconded by Cllr Dignan. Cllr Jones was unanimously elected as Chairman of the Parish Council.
2	Apologies: Apologies for absence were received by Cllr McGinn and Cllr White and were accepted by the Council.
3	Declarations of interest: There were no declarations of interest.
4	Declaration of Acceptance of Office: The Chairman and Councillors signed the declaration of acceptance of office form in the presence of the clerk. It was resolved to accept Cllr White's declaration of acceptance of office at the next meeting of the Parish Council.
5	Minutes of the previous meeting: The minutes of the meeting of the 20 th March 2018 were agreed as an accurate record and signed by the Chairman.
6	General Power of Competence: It was unanimously agreed and resolved that the Parish Council met the criteria for eligibility to exercise the General Power of Competence as defined under s1(1) of the Localism Act 2011, namely that the Council has a CiLCA qualified clerk and that the number of elected Councillors at the last ordinary election exceeded two thirds of its total number of Councillors.
7	Annual Governance and Accountability Return Part 2: a) The Council received and approved the internal auditor's report. b) The Council approved the Annual Governance Statement which was signed by the Chairman.

	<p>c) The Council approved the Accounting Statements which were signed by the Chairman.</p> <p>d) The Council certified that Alderminster Parish Council was exempt from submitting an Annual Governance and Accountability Return to the external auditor.</p> <p>It was noted that all the above documents, together with the Notice of Public Rights and publication of unaudited Annual Governance and Accountability Return would be posted on the Parish Council's website by the 11th of June 2019.</p> <p>Insurance:</p> <p>8 After discussion, the Council resolved to accept the insurance quotation from Came & Co Insurance at a total cost of £218.00 for the year.</p> <p>9 Any matters from the Chairman: The Chairman said that after inspecting the backwash bridge, she had decided to undertake the clearance work herself. Alscot Estate had given permission to access the field and burn the debris in situ. She anticipated that the work would be done in June, following which, the Council would request the Footpaths Team to construct a step down from the bridge as previously agreed. It was also agreed that Mr Robert Howe, of Whitchurch Parish Meeting, would be kept informed about the progress of the work.</p> <p>The Chairman also referred to the Volunteer Recruitment Event, to be funded by a grant from Warwickshire County Council. The objectives of the event are to recruit more volunteers as well as to thank all those volunteers who are currently active. The Parish Council hopes to gain information on all the activities within the parish which are conducted by volunteers. An announcement of the date of the event, anticipated to be in early September, would be made in June.</p> <p>10 Clerk's updates: The clerk confirmed that Alscot Estate had given permission for volunteers to access the field to clear the debris from the backwash bridge. She had also been in contact with Mr Robert Howe, of Whitchurch Parish Meeting, who had asked to be kept informed of progress as part of the bridge lay within the boundaries of Whitchurch Parish.</p> <p>11 Review of Financial Regulations: The Council reviewed the financial regulations and agreed on alterations to be made to the bank mandate. The Chairman would be added to the list of authorised signatories on the Parish Council's accounts and the names of retired councillors would be removed.</p> <p>12 Barwood Homes: Cllr Melville said that he was receiving a number of enquiries concerning the likely completion date of the development. He understood that all houses had been completed, and that a footpath was currently being constructed. The clerk was asked to contact Barwood Homes to ask for further information.</p> <p>13 Planning applications: The following applications were noted:</p> <ul style="list-style-type: none"> i) 19/00830/TEL 28 Alderminster Village Hall: proposed installation of 1 x 9 hollow pole 7.3m above ground. ii) 19/00611/FUL Alderminster Lodge: proposed erection of single storey two and a half bay garage and garden store. No representation was made with regards to this application. 	
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- iii) 19/00861FUL Shennington Farm: proposed one storey and a half 3 bay car port with studio to first floor level. **No representation** was made with regards to this application.

The results of the following planning applications were received:

- i) 19/00047/FUL Horseshoe Cottage, Alderminster: **permission granted**
- ii) for erection of a timber shed.

14 Accounts for payments and finance matters:

The following payments were approved and authorised:

- i) WALC (annual subscription) - £201.00
- ii) Mrs E Neal - £120 (internal audit)
- iii) Information Commissioner - £40.00 (Data Protection Registration)
- iv) Clerk's salary - £**
- v) Alderminster Village Hall (grant for refurbishment) - £2,600.00

It was agreed that the Council would set up a direct debit for the payment of the Data Protection Registration fees.

The Chairman and Cllr Dignan signed the supporting documents. The Clerk presented the completed income and expenditure accounts which had been verified by the internal auditor. These were signed by the Chairman.

15 Correspondence:

There was no correspondence other than that previously notified.

16 Councillors' reports and items for future agenda:

To consider installing a litter bin in the lay by at the top of Blue Road.

Close of meeting:

The meeting closed at 8.50 pm.

Dates of forthcoming meetings:

Wednesday 24th July 2019

Wednesday 25th September 2019

Wednesday 20th November 2019

Wednesday 15th January 2020



