

Minutes of Stoke Albany Parish Council Meeting Held on Tuesday 5th January 2016 at 8.15 pm in the Village Hall

Present:

Councillors: D Benson (Chair), B Squires, V Green

Clerk: Justina Medwell

In Attendance: None

Minute No.		ACTION
1	Apologies approved: Cllr Wallace	
2	Declarations of Interest: None.	
3	Approve and sign the minutes of the meetings of 8th December 2015 It was RESOLVED that the minutes be signed as a correct record. Proposed Cllr Green Seconded Cllr Squires	
4	Matters Arising: The Council noted that the £260 funding for the Section 50 Licence had been received from County Cllr Allan Matthews. The Council expressed its thanks for this. The Clerk reported that all the necessary paperwork had been submitted to KBC for the precept demand and response to HVI Consultation and to NCALC for the application to the Transparency Fund. Cllr Benson reported that the Village Hall Committee had booked the 'Music on the Green' for 16 th July 2016 and whilst would not be organising anything further for the Queen's 90 th Birthday celebrations, would be happy to support anything organised by the Parish Council.	
5	Representations from Members of the Public: None.	
6	Co-option to Fill Casual Vacancy: Cllr Benson informed the Council that Mrs Bridget Heggs had expressed an interest in becoming a parish councillor. The Council agreed to co-opt Mrs Heggs onto the Council at the next meeting.	
7	Planning: 7.1 KET/2015/0958 Mr and Mrs Harold 12-14 Green Lane Alteration to Windows and Doors Due to time constraints the Council had considered this application prior to the meeting and had made no objection 7.2 KET/2015/0984 Mr and Mrs Whitlock 12 Chapel Lane Loft Conversion with Pitched Dormer Roof and Conversion of Garage to Studio Annexe The Council considered this application and made no objection.	
8	Surveys/Questionnaires/Meetings: There was nothing to report.	

Chairman

Date

9	<p>Bus Shelters, Seats, Roads & BMX Track:</p> <p>9.1 Cllr Squires had undertaken an inspection of the bus shelters, allotments and BMX track and reported that they are all fit for purpose for the time of year.</p> <p>9.2 There was nothing further to report at this time regarding the concrete area.</p>																														
10	<p>Newsletter:</p> <p>Cllr Benson informed the Council that Mrs Shirley Morgan would be very happy to merge the parish council and village hall newsletters. The next newsletter will be produced after the Village Hall AGM, all content to be submitted by 15th February for the newsletter to be published at the end of February.</p>																														
11 11.1	<p>Finance:</p> <p>Accounts for payment: It was RESOLVED that the following accounts be paid:</p> <table border="1" data-bbox="316 723 1347 947"> <thead> <tr> <th>Cheque No.</th> <th>Amount</th> <th>Payee</th> <th>Reason for Payment</th> <th>Statutory Power</th> </tr> </thead> <tbody> <tr> <td>100875</td> <td>£110.00</td> <td>Stoke Albany Village Hall</td> <td>Hall Hire</td> <td>s.111 LGA 1972</td> </tr> <tr> <td>100876</td> <td>£147.31</td> <td>Justina Medwell</td> <td>Salary</td> <td>s.111 LGA 1972</td> </tr> </tbody> </table> <p>LGA = Local Government Act</p> <p>Receipts:</p> <table border="1" data-bbox="316 1021 1347 1160"> <thead> <tr> <th>Paid into Lloyds/TSB</th> <th>Amount</th> <th>Received from</th> <th>Reason for Payment</th> </tr> </thead> <tbody> <tr> <td>14/12/2015</td> <td>£260</td> <td>NCC</td> <td>Monies for Section 50 Licence</td> </tr> </tbody> </table> <p>SUMMARY OF BALANCES</p> <table data-bbox="316 1238 1347 1350"> <tr> <td>National Savings</td> <td style="text-align: right;">£5,074.94</td> </tr> <tr> <td>Current Account</td> <td style="text-align: right;"><u>£3,083.45</u></td> </tr> <tr> <td>Total Reserves</td> <td style="text-align: right;">£8,158.39</td> </tr> </table> <p>Bank Statement & Accounts:</p> <p>The HSBC Bank Statement at 29th December 2015: £3,340.76 and Bank Reconciliation was unanimously approved and duly signed by the Chairman.</p> <p>11.4 Changes to the External Audit:</p> <p>The Council noted that the SLB, which is called Smaller Authorities' Audit Appointments Ltd, will effectively carry out the function of the Audit Commission related to external audit for parish and town councils. It will procure external auditors and oversee external audit arrangements. On recommendation from NCALC, the Council agreed to remain opted-in to the Sector Led Body arrangements for the procurement of external audit from 2017.</p>	Cheque No.	Amount	Payee	Reason for Payment	Statutory Power	100875	£110.00	Stoke Albany Village Hall	Hall Hire	s.111 LGA 1972	100876	£147.31	Justina Medwell	Salary	s.111 LGA 1972	Paid into Lloyds/TSB	Amount	Received from	Reason for Payment	14/12/2015	£260	NCC	Monies for Section 50 Licence	National Savings	£5,074.94	Current Account	<u>£3,083.45</u>	Total Reserves	£8,158.39	
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12	<p>Correspondence:</p> <p>The below detailed correspondence was noted:</p> <p>12.1 KBC – Works Programme (sent 15/12)</p> <p>12.2 NCC Highways – Winter Newsletter (sent 17/12)</p> <p>12.3 NCC Draft Parking Standards Consultation (sent 22/12)</p> <p>12.4 NCALC County Roundup (sent 18/12)</p> <p>12.5 NCALC – Good News (sent 22/12)</p>																														

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	12.6 NCALC – Changes to External Audit (sent 28/12)	
13	Exchange of Information: Cllr Green drew to the Council's attention the poor state of the lane from Lower Road to the Church and Village Hall. The clerk to contact Ben Wright from County Highways with regards to its ownership and responsibility for repair.	JM
14	Items for Next Agenda: Review of Internal Controls Co-option of New Councillor	
15	Date of Next Meeting: The next meeting will be held on Tuesday 2 nd February 2016. The meeting closed at 8.55 pm	

Chairman

Date

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