

Milburn Parish Council A.G.M. - 7th May 2019

Present

Councillors D Richardson (Chair) N Cresswell, M Armstrong, R Healey and P Moran Clerk J Connelly

19.05.03 Apologies

Alan Armstrong, EDC

19.05.01 Declaration of Acceptance of Office

Councillors completed and signed the Acceptance of Office & Register of Interests Forms. These will be submitted to Eden District Council
Councillors also signed the Declaration of Acceptance of Office

19.05.02 Election of Chair

The Councillors nominated & resolved that Councillor Richardson remain as Chair. Councillor Richardson accepted and signed the Declaration of Acceptance of Office of Chair.

19.05.04 Register of Interests

None

19.05.05 Minutes

The minutes of the meeting held on the 5th March 2019 had been circulated prior to this meeting. All agreed this was a true record and were signed and approved.

19.05.06 Matters Arising

Highways have issued reference numbers for the three enquiries reported, the gully at Newbiggin Mill, Copse Lane and grants for drainage. Clerk checked on Highways website prior to tonight's meeting, no action showing as yet. The Clerk checked prior to this meeting and no action has been taken to date.

19.05.07 Data Protection Policy

The Data Protection Policy was circulated to the Councillors prior to this meeting. The Councillors resolved it to be satisfactory and the Chairman signed it.

19.05.08 Privacy Policy

The Privacy Policy was circulated to the Councillors prior to this meeting. The Councillors resolved it to be satisfactory and the Chairman signed it.

Signed _____ Dated

19.05.09 Contract of Employment

The Contract of Employment was circulated to the Councillors prior to this meeting. The Councillors resolved it to be satisfactory and the Chairman signed it.

19.05.10 Standing Orders for Tenders

The Councillors resolved this should remain at £2000.00 excluding VAT.

19.05.11 Risk Assessment

The Risk Assessment was circulated to the Councillors prior to this meeting. The Councillors resolved it to be satisfactory and the Chairman signed it.

19.05.12 Finance

Audit of Accounts - The Accounts were approved by the Parish Council and signed by the Chairman

Annual Governance Statement - The Statement was completed and approved by the Parish Council and signed by the Chairman

Internal Audit - All Councillors agreed that Mrs Aelwen Evans be asked to complete the internal audit

The Receipts and Payments for the year ending 31st March 2019 was presented. All Councillors approved and it was resolved Councillor Richardson sign the Accounts Book

The estimated receipts and payments for the year ending 31st March 2020 was presented. Copy of this Draft 1 Accounts in the Minute Book

Presented for payment was CALC Subscription - £96.11 Resolved to pay

Confirmation of paying £86.00 cash into account re the W.I. Seat

The Clerk brought to the Councillors attention that the address on the bank statements is incorrect, but Barclays are unable to amend these details without a signed letter. Therefore the Clerk produced a letter asking the bank to amend their records showing the correct name and address, the Councillors, authorised signatories, duly signed.

The Councillors discussed the increase in the Village Hall Fees and were concerned that the hall fees have increased by 100%, it was previously £5 for the meeting room and £20 for the full hall. After much discussion, it was agreed that an increase is inevitable but Councillors were concerned over the proposed rates and how much it was to cost the Parish Council to hold their meetings in the Hall. Therefore, after much deliberation, it was agreed that the Clerk write to the Village Hall Committee and suggest that the Parish Council pay £60 to cover the cost of the meetings in the meeting room, plus the cost of the full hall for the AGM.

19.05.13 Correspondence

Seafarers UK Red Ensign Day - Not participating
Clarks & Councils Direct - May 2019

19.05.14 Public Participation

None

19.05.15 Electors Concerns from Annual Parish Meeting

Parking outside the Hall, see minutes from annual parish meeting.

19.05.16 Any Other Business

Garden Waste Skip Agreement has been received
Concerns regarding the gateway of the new bungalows, has been passed to owners
The play equipment on the village green was inspected today, 7.5.19

Next Meeting Tuesday, 2nd July 2019

The Chairman brought the meeting to a close at 8.45pm

Signed _____ Dated

Dates for next meetings are :- 3rd September 2019
12th November 2019