

# NEWTON PARISH COUNCIL

Minutes of the Newton Parish Council Annual Meeting held in the Village Hall on Monday 18th May 2015 commenced at 7.00pm.

Declarations were signed before the commencement of the meeting by the re-elected councillors including the newly appointed Councillor David Smith. Meeting commenced at 7.20pm.

## **1. Election of Chair**

Nomination of the Chair was postponed until the next meeting due to absence of Cllr J Hoyles (unforeseen illness) and Councillor J Kooreman.

## **2. Election of Vice Chair**

Cllr D Smith proposed Cllr D Fullbrook as Vice Chairman, seconded by Cllr D Gibbs and agreed by Cllrs present. Cllr Doug Fullbrook chaired the meeting.

## **Present**

Cllr S Clark, Cllr D Fullbrook, Cllr D Gibbs, Cllr A Sloan, Cllr D Smith, and P Wilkinson (Clerk)

## **3. Apologies**

Cllr M Humphrey FDC, Cllr J Kooreman, Cllr A Lay CCC and Cllr C Seaton FDC.

## **4. Minutes of the last meeting**

These were previously circulated and accepted as a true record and signed by the Vice Chairman

## **5. Matters arising**

None

## **6. Action Review**

Anglian Water supporting proposed solution to a sewerage problem (Church Lane/Goodens Lane) continues to monitor

Expected completion date July for millennium plaques in the Playing Field

Speedwatch to recruit volunteers and implement a programme of Speedwatch checks

Basketball net replacement completed

Cllr Clark would contact Cambridgeshire Highways Department and invite a representative to visit to view and discuss highway issues

File updated on Old school site

Flooding problem outside house named Beech Trees, in Church Lane, County Highways Dept contacted completed

Speedwatch warning signs for each end of High Road, cost of signs £69 per sign and £115 per post if required.

*1). Resolved to purchase two warning signs at £69 each approved by Councillors*

## **7. Highways**

Highway Matters documentation circulated prior to meeting. Cllr Fullbrook would look into matters as status has not changed

## **8. Finance**

**a)** Business Savers Account £1691.82

Cheques paid since April 1<sup>st</sup> from Community A/C

Acre Payroll Services £130.22 (vat 21.72)

Golden Age Fair hall hire charge £20

North Level Drainage £38.33

Income received - Precept £3750 (half year) and Grant from Lottery for the Village Plan £1593

*Invoices for approval*

Auditing Solution (internal audit) of £180

Cambridgeshire & Peterborough Association of Local Councils Affiliation fee £251.28

Aon Insurance Premium £1366.67

One outstanding cheque not shown on statement £20

£6360.76 remains in the Community account not including the Village Plan Grant

*2) Resolve to approve payment of invoices Councillors all agreed*

*3) Resolve to approve the donation of £25 received from Sue Gardner, Old School House, Church Lane in appreciation of Parish Council assistance in pruning trees adjacent to Playing Field be forwarded to the Village Fete committee, approved by Councillors.*

**8b** Internal Auditors Report circulated to the Cllrs prior to the meeting

The Auditors recommended that the Jan minutes stating donations of £325 should show as being taken from limit of spending S137, if Cllr's approve the amendment, it could be made retrospectively and added to May minutes as such.

*4) Resolved to approve amendments with donations now stating as paid from the limit of spending S137 The Councillors approved the amendment.*

The Report recommended that the Standing Orders and Finance Regulations for formal tenders should be set at a more realistic figure of £10,000 which was more suitable for smaller Parish Councils.

*5) Resolved to approve amending both the Standing Orders and the Financial Regulation to reduced and set formal tender figure to £10,000 Councillors approved.*

An Assessment and Management of Risk should be reviewed and put in place later this year. Copies of the End of Year Accounts to March 31<sup>st</sup> 2015 were circulated prior to the meeting Income £10112.50, Expenditure for year £5699.19p with £4413.31 remaining to carry forward with addition of £3382.47 from year ending March 2014 giving a total income for both accounts of £7795.78.

*6) Resolve to approve and adopt the accounts for the year 2014/2015 proposed by Cllr D Smith, seconded by Cllr A Sloan and agreed by Councillors. Audit form signed by Vice Chairman*

## **9. Correspondence**

Emails forwarded on to Councillors since the last council meeting

Invitation to Cambridgeshire Community Fair in St Ives on Tuesday 2<sup>nd</sup> June

WW2 Home Front events taking place across the county

Edward Palmer purchaser of the Old School House had concerns regarding the school site.

Louise Harper from North Area Learning Disability Partnership put on village mailing list for our Parish Magazine past to Cllr Gibbs

A number of Rural Services Network leaflets on various topics

Transparency Code, no change for smaller authorities which remains at £25000

Adoption of Developer Contribution Supplementary Planning Document (SPD)

Current Rights of Way Management in Cambridgeshire every day rights now managed through March Council office

Cambs ACRE Oil Buying Scheme poster displayed on notice board

*Correspondence received via mail*

Documentation regarding Internal Audit and Report and Audit Commission forms

Letter of thanks from Kinderley School for £100 donation

Pro Edge Construction Company, road and street work approved contractors of Cambridgeshire County Council

West Lynn and Norfolk Local Plan – submission document available on line

Letter received from the Village Plan Committee asking for a donation of £50 as a prize to encourage return of the questionnaires.

*7) Resolve to donate £50 as a prize for the Village Plan questionnaire, proposed by Cllr D Smith, seconded by Cllr D Fullbrook and agreed by Councillors*

## **10 Allotments**

An allotment inspection to be arranged at the next meeting. Clerk to forward plans of the location of the allotments to Cllr A Sloan.

## **11. Planning**

Plans submitted for a reservoir at Ferry Lane

The Councillors agreed that a committee should be formed Cllr Gibbs would draw up terms of reference for discussion at the next meeting

## **12. Village Hall**

Coffee Mornings and Afternoon Teas remained popular. The Hall was used as a Polling Station for the General Election. A Clairvoyant Night was to be held on Saturday 30th May. The Summer Newsletter had been published and distributed. The Management Committee had invested some of its cash surplus in a new fence to the rear of the car park, new blinds to the two long windows in the west wall and replacing two failed glass panes in the front windows.

## **13. Playing Field**

Roundabout still useable but the new replacement bearing may need installing during the autumn.

## **14. Police Report**

No report received, PCSO Sue Clarke and Tessa Morrison are the current liaison officers to contact. Clerk would send dates of meetings

Clerk would write to Inspector Boughton with the Councillors concerns regarding lack of police representation at meetings.

## **15. Any Other Business**

a) Village Plan information leaflet due shortly with the questionnaire expected to be ready for distribution in July

b) Cherry tree at the junction of Goodens Lane and Church Lane encroaching on the telephone wires needed some attention, Cllr Fullbrook to investigate further

**16. Date and time of Next meeting**

Next meeting Monday 13<sup>th</sup> July at 7pm

Meeting closed at 9.20 pm