

## Farthingstone Parish Council

*Please note that these minutes are draft until approved at the next meeting of Farthingstone Parish Council*

Minutes of the Meeting of Farthingstone Parish Council held in the Village Hall on  
Monday 20th May 2019 at 8.00pm

Min No		Action
<b>23/19</b>	<b>Attendance:</b> <ul style="list-style-type: none"> <li>• Present: Jennie Miller, John Church, Stewart Summers, Peter Stanton and Peter Mayne</li> <li>• Clerk: Linda Mayne</li> <li>• Councillor: Robin Brown</li> </ul>	
<b>24/19</b>	<ul style="list-style-type: none"> <li>• Election of Councillors: Peter Stanton, Jennie Miller, John Church, Stewart Summers, Peter Mayne, Richard Russell.</li> <li>• Peter Stanton was elected as Chairman: proposed John Church and seconded Jennie Miller. Peter Stanton signed the Acceptance of Office.</li> <li>• Jennie Miller was elected as Vice Chairman: proposed John Church and seconded Stewart Summers.</li> <li>• Planning and Cemetery Committees: as in previous years it was agreed that the full council would deal with these matters.</li> <li>• Appointment of Responsible Officer/Responsible Financial Officer: Linda Mayne</li> </ul>	
<b>25/19</b>	<b>Apologies and Approval of Absence:</b> <ul style="list-style-type: none"> <li>• Richard Russell</li> <li>• Councillor: Jonnie Amos</li> </ul>	
<b>26/19</b>	<b>Members Disclosable Pecuniary and other Disposable Declarations of Interest in agenda items:</b> <ul style="list-style-type: none"> <li>• No declarations made</li> </ul>	
<b>27/19</b>	<b>Minutes of the last Meeting:</b> <ul style="list-style-type: none"> <li>• The Minutes of the Farthingstone Parish Council Meeting of 18th March 2019 were reviewed for accuracy. The Minutes were signed by the Chair as a true and accurate record. Proposed Peter Mayne and seconded John Church.</li> </ul>	
<b>28/19</b>	<b>Matters arising</b> <ul style="list-style-type: none"> <li>• Defibrillator Training: Mike Barnett has been in contact with the organisation and is awaiting a response giving possible dates.</li> <li>• Electricity Contracts: LM has contacted a company called Great Annual Savings, but they require a letter of authority from the Council giving permission for the current contract to be forwarded to them. They would then produce some figures for the Council to consider. It was agreed that a letter should be drafted for PS to authorise the disclosure of the information.</li> <li>• Village litter pick: An excellent response from many residents resulted in all the roads being cleared of rubbish. PS commented that DDC were very efficient at collecting the bags. Equipment for future years has been provided by DDC.</li> <li>• Cemetery Tidy: This was postponed as there was very little that needed attention. There is a holly bush which needs removing and, when the birds have finished nesting, the hedges should be cut.</li> <li>• Hire of the Village Hall: The proposal that The Council should pay an annual sum, rather than individual invoices, has been accepted and a cheque for £90 has been drawn.</li> <li>• Heritage Trail: This was well supported and further trails have been suggested; however there were only 3 entries for the quiz, which was disappointing.</li> <li>• Green Bins: LM confirmed that, following conversations with DDC, Green Bins will be provided free of charge for The Church, the Cemetery and The Joy Mead. The stickers will be sent to her for distribution. The Joy Mead applied separately and has already received 2 stickers.</li> <li>• Romer Adams: This event was well supported by local residents and visitors from further afield of all ages. It was a very enjoyable and informative evening.</li> <li>• Telephone Box/ Library: LM has written to Katrina Leahy telling her that the Council was happy for her to go ahead with the plan of using the telephone box as a library with a review at the end of the year.</li> <li>• Footpath: Despite many attempts LM has not managed to contact Nick Wedgbrow. Robin Brown and Peter Stanton both confirmed that this had been their experience in other</li> </ul>	<b>LM/PS</b>

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	<p>matters. Robin Brown advised contacting Nick Wedgbrow's boss and Ian Morris, The Cabinet Member for Highways.</p> <p>Robin Brown left the meeting at this point. PS thanked him for his continued support and advice.</p>	<b>LM</b>
<b>29/19</b>	<p><b>Annual Accounts 2018/2019</b></p> <ul style="list-style-type: none"> <li>LM tabled a detailed spreadsheet of the Receipts and Payments for the year 2018/20 together with a summary sheet of the same. These show a balance of £1024.37 in the Current Account and £4963.04 in the Deposit Account, giving a total of £5987.41. John Church commented on the much lower figure for General Administration costs compared with last year; the ledger shows that this is largely due to the cost of the Defibrillator in the previous year. The annual audit of accounts will be completed as soon as John Mole has returned from holiday on June 6<sup>th</sup>.</li> </ul> <p><b>Finance Report YTD 2010/2020</b></p> <ul style="list-style-type: none"> <li>LM presented the budget report for the year to date-the balance on the ledger at 20/05/19 is £7323.64; cash at bank ££7358.64 (current account £2394.73, deposit account £4963.91), the variance being represented by an unrepresented cheque to the value of £35.00 not yet shown on the bank statement.</li> </ul>	
<b>30/19</b>	<p><b>Annual Items to review and adopt for 2019/2020:</b></p> <ul style="list-style-type: none"> <li>Model Standing Orders: LM noted that there had been no changes to The NALC document since May 2018, so no amendment was necessary.</li> <li>Financial Regulations: LM noted that there had been no changes to the current regulations so no amendment was necessary.</li> <li>Complaints Procedure: The names and addresses of the Chair and Clerk need updating.</li> <li>Parish Councillor Responsibilities: These were reviewed and amended to reflect the change in Councillors and Clerk; a new document will be produced.</li> <li>Annual Risk Assessment: Amendments are required in respect of the wages for the Parish clerk, election costs and assets. LM will update the policy for the next meeting.</li> <li>Data Protection and Procedures: Peter Mayne and Richard Russell need to sign the GDPR Security Compliance Checklist.</li> <li>LM to update the FPC webpage with the 2019/20 documents accordingly</li> </ul>	<p><b>LM</b></p> <p><b>LM</b></p> <p><b>LM</b></p> <p><b>LM</b></p> <p><b>LM</b></p>
<b>31/19</b>	<p><b>Cemetery Matters:</b></p> <ul style="list-style-type: none"> <li>The Cemetery Rules and Fees were reviewed by councillors and it was agreed that these would remain the same for 2019/2020</li> </ul> <p>The document needs updating with the correct address for the Clerk.</p>	<b>LM</b>
<b>32/19</b>	<p><b>Correspondence:</b></p> <p>PS had received notice of a meeting at Bugbrook Community Centre at which details of the New Unitary Authority will be presented and discussed. Only one representative from each parish council is invited and it was agreed that PS would attend on behalf of Farthingstone.</p>	<b>SH</b>
<b>33/19</b>	<p><b>Any Other Business:</b></p> <p>None</p>	
	<p><b>Date of the Next Meeting:</b></p> <ul style="list-style-type: none"> <li>Parish Council Meeting Monday 15th July 2019 at 8.00pm Farthingstone Village Hall.</li> </ul> <p>The Meeting closed at 9.00 pm</p>	

Signed as a true record:

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Date: .....