

STAMBOURNE PARISH COUNCIL

Minutes of the Annual General Meeting held on Thursday 16 May 2019 at 8.00pm in the village hall, Stambourne

PRESENT:

Mr Martyn Fall

Mr Michael Crago

Mrs Val Kerrison

Mr Andrew Drysdale

Mrs Vanessa Young

Mr Neil Pyman

Mrs Karen Grant

IN ATTENDANCE:

Mr Richard van Dulken (BDC)

Mrs Deborah Hilliard

19/37 Election of Chairperson for the year 2019-20

Nominations were invited for Chair for the year 2019-20. Neil proposed and Vanessa seconded that Martyn be elected with all in favour. Martyn advised this would be his final year as Chair of the Parish Council.

19/38 Election of Vice Chairperson for the year 2019-20

Nominations were invited for the role of Vice-Chair for the year 2019-20. Andrew proposed and Vanessa seconded that Neil be elected with all in favour.

Vanessa proposed and Michael seconded that Karen Grant be co-opted to the Parish Council with immediate effect. All in favour.

19/39 Apologies for Absence

There were no apologies for absence.

19/40 Appointment of Representatives

- Village Hall Committee – Vanessa Young
- Emergency Planning – Michael Crago
- Footpaths – Karen Grant
- Tree Warden – Oscar Pickess
- Public Transport – Andrew Drysdale

19/41 Declaration of Interests, personal or prejudicial

There were no declarations made. Parish Councillors filled in and returned to Debbie their Register of Interest forms and Declaration of Acceptance of Office.

19/42 Minutes of the meeting held on Thursday 21 March and Monday 15 April 2019

The minutes of the meeting held on 21 March 2019 and the Extraordinary Meeting held on 15 April 2019 were agreed as a correct record and signed.

19/43 Matters Arising

None.



19/44 Pavilion

It was noted that work has started on the kitchen refurbishment. Vanessa advised she had emptied the cupboards and it was agreed that parish councillors would meet on Thursday 23 May at 7pm to pack crockery away.

Bouncy Castle – It was noted that an upcoming booking had asked to use a bouncy castle on site for a children's party. Debbie had contacted Zurich Insurance regarding cover. The Parish Council need to agree a policy re use of bouncy castles on site for any future bookings as there is an insurance implication and the Parish Council must be covered against any claims. The following was agreed:-

- Andrew will make enquiries of a local bouncy castle provider regarding insurance.
- Debbie will contact the EALC for advice.
- Debbie will circulate the response from Zurich to councillors for consideration.
- This item will be carried forward to the next meeting for further discussion and decision. **Action.**

19/45 Playing Field

It was noted that the wooden play frame has a broken post. Debbie will contact Playdales regarding repair. The frame will be fenced off. The area also needs topping up with bark and wood chippings. Andrew will deal with this. **Action.**

Karen had received a request from a parishioner for a statement as to why no dogs were allowed on the playing field. Martyn explained this was due to the risk of toxicara which is present in dog faeces and presents a serious risk, especially to children. He will compose a statement which can go on social media.

Mr Hoadley has advised that he will be stepping down from cutting the grass on the playing field this year. Mr Hoadley has done this for many years and the Parish Council thanked him for his service. This will be put in the newsletter together with a request for someone to replace him.

19/46 Footpaths

There were two issues to note which will be reported to ECC.

19/47 Highways

It was noted a recent car accident had broken the Church Road sign. It was thought the respective insurer would notify BDC. The situation will be monitored.

19/41 Planning

Application No: 19/00723/HH – Wardens, Dyers End – No comment.

Application No: 19/00641/FUL – Moat Hall Farm. One comment "if the access is from the existing yard the existing brick wall should be rebuilt at a lower height to aid visibility".



19/42 Insurance Renewal

It was noted the Parish Council had signed up to a 5 year agreement commencing in 2018. The renewal was agreed and accepted. However, it was noted that the pavilion is under-insured and should be valued at £50,000. Debbie will contact Zurich for a quote. **Action.**

19/43 Verge Cutting

It was agreed to ask M & N Pyman to proceed with the verge cutting for 2019.

19/44 Correspondence

Eon – Terms and Conditions – noted.

19/45 Statement of Accounts

The Clerk circulated the income and expenditure account for 2018-19 prior to the meeting. The figures were noted and agreed. The audit of the accounts was carried out by Melford Accounting with no issues raised.

19/46 Statement of Assurance

Martyn read out the Statement of Assurance and the Annual Return was signed.

19/47 Nominate a Person Responsible for Finance for 2019-20

It was agreed that the Clerk be appointed.

19/48 Nominate Internal Auditor for the year 2019-20

It was agreed to appoint Melford Accounting.

19/49 Finance

Monies to be Received

VAT reclaim


Bank Balances at 31 March 2019

Notional Current Account Balance	£11,537.33
High Interest Account	<u>£6,074.00</u>
Total	£17,611.33
Less Bonfire Fund	<u>£6,372.95</u>
	£11,238.38

19/50 Date of Next Meeting

The next meeting will take place on Thursday 18 July 2019 at 7.30pm in the village hall.

There being no further business to discuss the meeting ended at 9.00pm

Signed: 

Dated: 