

MINUTES

1. Present: - Jonathan Rabbitts (JR) - Chairman, Brian Cowan (BC), Monica Eyre (ME), Jane Haddock (JH), Sue Tulloch (ST) and Alan Breadmore – Clerk. Apologies: - Chris Tonge (CT).
2. Minutes of AGM held 4th May 2011 – were read and signed as correct
3. Matters Arising:-
 - a. Clerk confirmed that he had appointed a bureau to manage PAYE at a fee of £54 p.a.
 - b. BC and CT to follow up on Emergency Panning.
4. The Minutes of the Extraordinary Meeting held on 11th May 2011 were read and signed as correct.
5. Matters Arising:- none
6. Minutes of Planning decisions held 4th, 25th May and 22nd June were read and signed as correct.
7. Matters Arising:- none
8. Finance and Compliance:-
 - a. Paid since last meeting:

Name	Goods or service	Amount
BALC	Subscription	£85
Scofell Landscapes	Mowing	£432
Douglas Tonks	PAYE	£275
Alan Breadmore	Clerk Expenses	£53
CCB	Subscription	£30
Zurich	Insurance	£225
PWLB	Loan	£1253

- b. To be paid by next meeting:

Name	Goods or service	Amount
Ken Tarbox	Website Maintenance	£40
Scofell Landscapes	Mowing	£432
Alan Breadmore	Clerk Expenses	£70
Auditing Solutions	Internal Audit	£204
WBC	Election Expenses	£100
PJS	Mower Maintenance	£91

- c. Received since last meeting: None
- d. To be received by next meeting: None
- e. The June Current Account bank statement was reconciled to the cash book and signed by the chairman.
- f. Clerk presented the Internal Audit Report for 2010-11. The internal auditors have signed off the Audit Commission Annual Return and raised just one minor point for consideration by the council. This was discussed and accepted and an action plan was agreed; proposed JR, seconded JH
9. Review of Constitution, Rules and Standing Orders: - Councillors reviewed the current Standing Orders and agreed that they were fit for purpose. Clerk advised that there had been no significant changes to national guidelines but the Localism Bill may require a review in the not too distant future. Councillors agreed to re-adopt the existing Standing orders without change; proposed BC, seconded ST
10. Millennium Field: - JR reported that one cultivation session had been performed by the contractor. He had also personally retrieved a large number of nails from the remnants of the bonfire held last year. He requested that the Cricket Club be asked to do some more stone picking sessions over the next few months before reseeding in September. Clerk to communicate with CC.
11. Planning Status:-
 - a. Jimmies Farm – pending
 - b. 6 School Lane – pending
 - c. Cherry Tree House – pending
 - d. Ridgebourne – pending
 - e. Parsonage Farm - pending
12. Correspondence
 - a. Clerk advised that the digital TV switchover would take place in our Parish in February 2012 – no action currently required – Clerk has further information if needed.
 - b. Consultation request by WBC on Polling Stations, councillors believe current arrangements are ok.
 - c. Clerk confirmed that Council Insurance had been transferred to Zurich Municipal. Their cover is equivalent or greater than previous insurers and the premium is 40% less.
 - d. The Rospa playground safety report had been received, with no major issues. One risk area identified was bird excrement on wooden play equipment, parents to be mobilised for regular cleaning sessions.
 - e. Clerk confirmed that the bank accounts were now formally in the name of Santander and not Alliance and Leicester.
13. Any Other Business:-
 - a. Clerk confirmed that the updated version of “Your Parish Council” was nearly ready and that it would be ready for distribution in a few weeks
 - b. JR highlighted that the area around the Village Hall and the ex Community Shop was getting very untidy. BC agreed to take this to the Village Hall trustees for action
 - c. ME highlighted that the catch to the gate into the Open Space was broken/inadequate. Councillors agreed that an alternative, maybe self closing mechanism be investigated.