

**WOODNEWTON PARISH COUNCIL
ANNUAL MEETING
Monday 11th May, 2015 at 7.30
In THE VILLAGE HALL, Orchard Lane**

DRAFT MINUTES

Present: Cllr D. Webb (Chair) (DW), Cllr Andrew Hansford (AH), Cllr T Holmes (TH), Cllr Liz Holland (LH), Cllr Russ Jenner (RJ), Clerk Fi Thompson (FT)

	ACTION
<p>1.Election of Chair- Andrew Hansford was nominated by Cllr Holmes and seconded by Cllr Holland & duly elected Chair. He signed his declaration of acceptance of office.</p> <p>2.Appointment of Vice Chair & allocation of responsibilities – Cllr Holland was proposed by Cllr Holmes as VC, seconded & duly elected.</p> <p>3.Councillors signed declaration of acceptance of office and handed in their declaration of members’ pecuniary interests.</p> <p>Councillors’ responsibilities were agreed as follows:</p> <ul style="list-style-type: none"> i. Roger Flack – allotments, Neighbourhood Watch liaison, footpaths. ii Liz Holland – cemetery, newsletter, financial review iii Russ Jenner -footpath officer, trees, planning reviews. iv Tom Holmes - street lights, highways & pavements, playground. v. Andrew Hansford - grass cutting and village maintenance, police liaison 	
PUBLIC TIME –	
3. Declarations of Members’ Interests - none	
4. Apologies for absence – ACCEPTED from Cllr Roger Flack	
5. PROPOSAL –minutes accepted of the meeting held on April 13 th 2015	

<p>6. Matters arising-</p> <ul style="list-style-type: none"> • Clerk attended NCALC training 25.4.15 • Internal audit and BDO preparation are completed and sent off. • Paul Mitchinson (Police) and Heather Smith (County Councillor) will attend our Annual Village Meeting on 2.6.15 • Cllr Holmes has updated Western Power about our installation of PNCs. We shall see whether the EON bills are reduced. 	
<p>7. PROPOSAL To adopt NCALC supplied standing orders (April 2014) - AGREED</p>	
<p>8.PROPOSAL To adopt NCALC supplied financial regulations- AGREED</p>	
<p>9.PROPOSAL To agree the internal audit service provided by NCALC is adequate & appropriate. AGREED</p>	
<p>10.. Review the Council's complaints procedure - No changes required</p>	
<p>11. Review the Council's procedures for requests under the Freedom of Information Act 2000 - No changes required</p>	
<p>12. Review insurance and the risk assessment- Changes required, Clerk to investigate alternative insurance for price comparison</p>	<p>FT</p>
<p>13.PLANNING- Permission given to WVH committee for the erection of three marquees and parking on the playing field on 18th July for 19th July event.</p>	
<p>14. Aviva Women's Tour of Britain Cycling Race will pass through Woodnewton , down Orchard Lane at 10.40 to 11.15 on the 19th June 2015 . Letters to be delivered to Orchard Lane residents asking that they do not park on Orchard Lane that morning. FT</p> <p>15. NCALC subscription of £400.72 to be paid. 40% of external funding for NCALC is being withdrawn.</p> <p>16.Newsletter accounts- Ivan Walker to be invited to Public Time on 1.6.15 to present set of accounts. FT</p> <p>17. Safety inspection of playground Cllr Hansford</p> <p>18. Accounts – Half of the annual Woodnewton precept has been paid in to the account £5,900. Account stands at £17,994.76. £45 paid in for placing headstone in cemetery.Payments- Travel Clerk- £80.40/ Audit help Liz Holland- £61.10/ NCALC- £ 400.72.</p> <p>19. Councillors' update- Chair Councillor Andrew Hansford asked Councillors to bring project ideas to WPC meeting on 1.6.15 and welcomed our new Councillors Russ Jenner, Liz Holland and Roger Flack. Councillor</p>	

Holland highlighted the need to publicise the Annual Village Meeting on 2nd June . Posters and notice in Newsletter agreed. (FT).

DTNM Monday 1st June at 8.00 June Parish Council Meeting. Tuesday June 2nd Annual Village Meeting at 7.30 in the Village Hall, all welcome.

Meeting ended at 21.00.