



**WOODNEWTON PARISH COUNCIL MEETING**  
 Monday 11<sup>th</sup> April 2016 at 8.15pm  
 In THE VILLAGE HALL, Orchard Lane

**DRAFT MINUTES 401**

Present: Chair Cllr A Hansford (Chair) AH, Cllr Russ Jenner RJ, Cllr Liz Holland LH (Vice chair), Cllr Alex Neville AN, Cllr Tom Holmes TH,  
 Fi Thompson (FT) – Clerk,  
 Apologies; Cllr Roger Flack RF

	<b>ACTION</b>
<b>Declarations of members' interests - None</b>	
<b>1. Apologies</b> Cllr Roger Flack RF	
<b>3. Public time – None</b>	
<b>4. Proposal to accept the minutes</b> of the meeting held on 7 <sup>th</sup> March 2016 <div style="text-align: right;"><b>ACCEPTED</b></div>	
<b>5. Matters arising, achievements &amp; review actions;</b> <ul style="list-style-type: none"> <li>• Spiral rabbit guards</li> <li>• Churchyard mowing contract with Alastair Reid</li> <li>• Wild flower seeds purchased to be sown in trial area at bridge end of village</li> <li>• Clerk's review completed</li> <li>• Dog signs purchased</li> </ul>	<b>RF</b> <b>AH</b> <b>AH</b>
<b>6. To propose</b> purchase of 'At own risk' signs for village hall car park. Not required.	
<b>7. Playground</b> . Inspection by Cllr Jenner	RJ
<b>8. Dates for Annual Village Meeting</b> 17 <sup>th</sup> May. Date for May AGM 9 <sup>th</sup> May at 7.30. Normal WPC meeting at 8.00 Clerk to invite Police, Cllr Heather Smith and Cllr Valerie Raven Hill Cllr Hansford to invite Gigaclear. Clerk to book WVH and put note in Newsletter	<b>FT/ AH</b>

<p><b>9. Audit.</b> Control of effectiveness of the system of internal control on finances completed by Cllr Holland and RFO-Clerk. The annual governance statement was approved by council. The statement of accounts was approved by council. RFO signed section 2 to confirm that it properly presents the receipts and expenditure basis. The Chair signed Section 2. RFO/Clerk to inform the internal auditor that accounts are ready for audit.</p>	<p>FT</p>
<p><b>10.</b> Clean Up Day on Saturday 16<sup>th</sup> April <b>10.00 to 3.00</b> . Cllr Neville to distribute flyer in the village. <b>Annual risk assessment of gravestones to be carried out.</b> Budget of £200 already approved in budget. Signs and playground repairs to be done.</p>	<p>AH</p>
<p><b>11. Accounts;</b> £ 12,866.04. Clerk presented end of year bank reconciliation, WPC finance documents and statement. Cheques for Cllr Hansford for signs and seed @ £58.62 /Clerk's pay with annual office allowance and stationery @ £542.00/ Eon @ £295.50/ NCALC @ £ 414.43</p>	
<p><b>13. Councillors' opportunity to update colleagues.</b></p> <ul style="list-style-type: none"> <li>• Cllr Jenner: a villager has offered to rotivate seed area.</li> <li>• Cllr Jenner: trees belonging to WPC in playground need pruning back</li> <li>• Cllr Holland: Playing fields grass cut too short. FT to inform HJHorticulture</li> <li>• Village Hill tree finger post is damaged FT to inform Street Doctor</li> <li>• Cllr Holland: Thanks to go Marcus Swallow for planting village entrance daffodils</li> <li>• Alastair Reid has delivered his insurance and his signed contract to the Clerk</li> <li>• Elections in WVH on 5<sup>th</sup> May and for European Referendum.</li> <li>• Village sign on the green is now with Cllr Flack for repair.</li> <li>• Chair to arrange meeting with Gigaclear this week</li> <li>• Newsletter survey replies are in</li> <li>• Cllr Hansford to ask Nadia Norman for cones for the Open Gardens 10/11 June weekend.</li> <li>• 11 June inter-village rounders match WVH and field have been booked by village resident.</li> <li>• Open Gardens traffic to park on roads. 11.6.16</li> <li>•</li> </ul>	<p>FT FT FT RF AH AH</p>
<p><b>14 Date and time for next meeting Monday 9<sup>th</sup> May 2016 AGM at 7.30</b></p>	

Meeting closed at 9.20

**DTNM Monday 9th May 2016 at 8.00 in Meeting Room WVH**

Signed: Chair