

GREAT EASTON PARISH COUNCIL

Minutes of the Annual Parish Meeting held on the 14th May 2018 in the Village Hall at 7.30pm

Present: Cllrs P Long, (Chairman), P Brittain, C Johnston, A Murdock, G Vizma and L Walsh.
D Gibley (Clerk).

In attendance: Mrs A Blair, Mr I Drummond, Mr A Wilmer, Ms E Uppal and Ms O Waddington.

51/18 Apologies for absence

None

52/18. The Chairman opened the meeting by welcoming everyone and explained that the normal meeting would follow immediately after the Annual Meeting.

53/18. Previous minutes.

The minutes of the Annual Parish Meeting of 8th May 2017, previously circulated, were approved and signed by the Chairman. Cllr Brittain noted that the Standing Orders, published on the website, require annual review. There were no other matters arising.

54/18.Election of Chairman

Cllr P Brittain proposed that Cllr Long continue as Chairman. This was seconded by Cllr Murdock and agreed unanimously. Cllr Long accepted.

55/18. Election of Vice Chairman

The Chairman proposed that Cllr Brittain continue as Vice Chairman. This was seconded by Cllr Murdock and agreed unanimously. Cllr Brittain accepted.

56/18. Annual Accounts

The Clerk, in his role as the RFO, explained that the internal audit of the annual accounts for the FY ending 31 March 2018, had been completed by Mrs Julia Brittain and had been found to be in order. He made the following points in relation to the Summary of Income and Expenditures , previously circulated, noting that:

- **Income/Expenditures.** There had been a small excess expenditure of £606.88. One-off expenditures had included two years of electricity charges, Treespace pruning work and legal fees following the transfer of Poor's to the Valentine Goodman Trust.

-**Reserve/Precept.** The reserve funds of c£9000 equate to one year of regular expenditures and this is considered to be the minimum prudent level. The increased precept has been helpful in enabling the PC to meet increasing expectations and should continue to be raised annually by approximately 3%.

- **Poor's Charity.** The three year's rental income of £945 has now been transferred to the Valentine Goodman Charity.

- **Neighbourhood Plan.** The Neighbourhood Plan, now completed, was cost-neutral to the PC.

- **VAT.** VAT continued to be successfully reclaimed.

- **Reserve Account.** The reserve account of £1,853 includes Defibrillator -£500, Transparency grant of £794, closure of Molesworth charity -£208 and the final rental from Poor's field of £315.

- **External Audit.** The new external auditor is PKF Littlejohn.
Cllr Brittain said that the accounts were well run and thanked the RFO for his work. The Chairman signed off the various forms required by the Annual Governance Accountability Return and asked that the accounts, as presented, be accepted. This was unanimously agreed.

57/18. Insurance and Annual Risk Assessment

The Clerk reported that the Annual Insurance policy has been renewed with Zurich Municipal and confirmed that the Public Liability cover remains at £10M.
The annual Village Risk Assessment peregrination was agreed for Monday 4th June at 6.00pm, starting at the 30mph sign near Bringhurst School.

58/18. Sub-Committee and Charity reports.

- **Village Hall and Recreation Field.** The reports for both the Village Hall and the Recreation Field Committees and the Village Hall financial statement have been previously circulated and are on the website. Both committees continue to operate most successfully for the benefit of the local community and the Parish Council directed that its appreciation of the work and commitment by the respective committees should be recorded and conveyed to the committee members. **Action: Clerk**

- **Valentine Goodman Charity.** The Clerk read out a report prepared by Mrs Val McKeggie, one of the two local trustees, noting that 25 payments of £40 had been made to local residents of Gt Easton, Bringhurst and Drayton in 2017. Mr I Drummond, also a Trustee, said that he and Mrs McKeggie had agreed to continue to be the two Great Easton Trustees, with one each from Bringhurst, currently vacant and Drayton. He added that he considered the Trust to be now very well run and acknowledged the work by Mr John Stones.

- **Molesworth Charity.** The Clerk reported that it had been previously minuted that the Molesworth Charity has now been closed with the helpful assistance of Mrs S Kingston and the small balance was now held in the Reserve account.

59/18. Councillors' Responsibilities

The Chairman confirmed the following responsibilities:

Chairman	-	Neighbourhood Plan - implementation
Cllr P Brittain	-	Planning
Cllr C Johnston	-	Police, Community, Heritage and Recreation Field rep
Cllr A Murdock	-	Tree Warden and Village Hall rep
Cllr G Vizma	-	Street Lighting
Cllr L Walsh	-	Website, Data Protection and Transparency
Clerk	-	RFO

60/18. AOB

- **Advance notice of resignation.** Cllr Murdock said that after some 15 years, she intended to stand down at the next Annual meeting. This was noted with regret.

- **Neighbourhood Plan implementation.** Mr Drummond suggested that the Neighbourhood Plan Team Leaders could be involved in progressing some of the Community Actions identified in the Neighbourhood Plan. Following discussion, there was general agreement that this suggestion should be adopted. **Action: Chairman**

61/18. Date of next Annual Parish Meeting

Monday 13th May 2019

DAC Gibley
(Clerk)

Cllr P Long
(Chairman)