

Minutes of Wymondham & Edmondthorpe Annual Parish Council Meeting

Held at Edmondthorpe Social Club Tuesday 7th May 2019

Present: Councillors: Christian Semmens, Trevor Mear, Pat Peters, Howard Gresham

Clerk: Terry Brown

Members of the public: Nigel Hobson

Public Time:

Christian Semmens reported on a very successful and recent cycle race and that it was expected that it would return as an event to the parish in 2020.

055 Election of Chair

Christian Semmens as retiring Chair called for nominations for the new Chair of the Council. Howard Gresham was proposed, seconded and unanimously approved.

The new chair expressed his gratitude for all the work done by the retiring Chair and how it had been a pleasure working with him.

056 To receive the Chair's acceptance of office

Howard Gresham accepted the office, signed for the acceptance of office and assumed the Chair.

All other Councillors signed their acceptance of office and all Councillors completed their Register of Interests form (LOCALISM ACT 2011 & DISCLOSABLE PECUNIARY INTERESTS REGULATIONS 2012).

The Council agreed to defer acceptance from absent Councillors to their next meeting.

057 Election of Vice Chair

The Council agreed to defer this item to the June agenda.

058 To receive the Vice Chair's declaration of acceptance of office

Deferred

059 Apologies for absence

Cllrs Matthew Williams & Kevin Spiers
District Cllr Malise Graham

068 To consider a co-option for the Parish Councillor vacancy

Councillors approved the Chairman's amendment that item 068 be next considered.

After a review of the qualifications necessary for co-option, Nigel Hobson was proposed, seconded and unanimously approved as the new and sixth Parish Councillor. Nigel Hobson signed for the acceptance of office and completed the Register of Interests form

060 To receive declarations of interest and consider any requests for dispensations

None

061 To confirm appointment of representatives to Committees

Councillors agreed that the responsibilities currently allocated to returned Councillors should remain in place

Except that Cllr Hobson agreed to assume responsibility for both defibrillators and would liaise with Christian Semmens on a handover.

Action Cllr Hobson

And that absent Councillors would be asked of their responsibilities at their next meeting.

And that Councillors agreed that Christian Semmens be asked to retain his role as oversight of Rights of Way with appropriate reporting of problems to the Parish Council for their consideration and action.

062 Police Time

None

063 District and County Councillor Time

None

064 Approval of the minutes of the meeting held 1st April 2019

The minutes were unanimously approved and then signed by the chairman

065 To receive the Internal Auditor's report

The Clerk outlined the steps necessary for the Council to apply for a Certificate of Exemption since the Council was under both of the income and expenditure thresholds of £25000.

The Internal Auditor's report was noted. No discrepancies had been noted.

066 To approve the Annual Governance Statement 2018/19(Annual Return Section 1)

The individual statements were reviewed and then the Councillors unanimously approved the Statement. The Chairman and Clerk signed for its acceptance.

067 To approve the Accounting Statements 2018/19 (Annual Return Section 2)

The Council noted the Receipts and Payments to 31st March 2019 and the corresponding Section 2 agreements.

The Councillors unanimously approved the Statement. The Chairman and Clerk signed for its acceptance.

Smaller authorities must publish various documents on a public website as required by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.

These include:

- Certificate of Exemption
- Annual Internal Audit Report 2018/19
- Section 1 – Annual Governance Statement 2018/19
- Section 2 – Accounting Statements 2018/19
- Analysis of variances
- Bank reconciliation
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

The Clerk to publish to the Council's website.

Action Clerk

069 Matters outstanding from previous meetings

/1 to review progress on allotment issues

The Clerk reported that the Parish Council was now receiving monthly statements from Waterplus with estimated usage and these would be paid without setting up a direct debit. A reclaim would be sought from the WAA every six months.

/2 to review progress on reported sewage flooding on Butts Lane

The Clerk reported on limited progress on this item and 069/5 with LCC but he was chasing. Cllr Gresham stated that he still thought the problem lay with sewerage arrangements at the Windmill.

/3 to consider progress on the LED lights conversion

The loan request has not yet been approved and LCC have confirmed the availability of suitable LED lanterns

/4 to review progress on siting of notice board

Cllr Gresham conformed this would now be installed in the very near future.

Cllr Gresham

/5 to review progress on enhancements to Village entrance

This was dealt under item 070.

070 To receive Councillors reports

Cllr Peters reported on possible suppliers of artefacts that could be appropriate to use to improve village entrances. The meeting agreed that in principle the idea was worthy of further development and that the costs would be appropriate.

To be discussed further at the June meeting.

Cllr Peters and Gresham reported problems on footpaths in Wymondham and Edmondthorpe and the Clerk is chase with LCC. Action Clerk

071 To receive and consider reports from representatives on outside bodies & meetings
/1 to review progress on LCC Highways latest proposals

The meeting studied the proposed speed limit proposals that had gone out Public Consultation.

The meeting was made aware of some concern expressed by some parishioners over certain elements of the changes and asked the Clerk to liaise with LCC Highways to be informed of the extent of these objections.

Action Clerk

072 Planning

None:

073 Correspondence received

Noted

074 Matters for Discussion

/1 to discuss St Peters Primary School/Community Play Equipment

Cllr Peters reported on the appointment of a new Headteacher at St Peter's and that a meeting was imminent.

/2 to review arrangements for the Annual Parish Meeting 28th May 2019

A draft agenda for the meeting was reviewed. The meeting agreed that the widest possible set of participants in the meeting should be identified and that such should be forwarded to the Clerk as soon as possible.

Action All

/3 to review the Asset Register

The Clerk identified amendments that had been made in the year and the information on the Council's website is to be updated.

075 Finance

The schedule of payment was approved after the Waterplus payment was amended to £49.34 due to a late arriving monthly statement (see item 069/1)

Bank balances at 22/04/19 were confirmed as

TSB Current account	£11219.72
TSB Deposit account	£25129.90

Bank signatories were confirmed as Cllrs Gresham, Peters, Williams and Spiers. The Council approved the addition of Cllrs Mear and Hobson as signatories to the mandate.

076 To receive items for the next agenda

None

077 Date of next meetings:

Tuesday 28th May 2019 – Annual Parish Meeting - Edmondthorpe Social Club
Monday 3rd June 2019 – Edmondthorpe Social Club

The meeting ended at 9.55pm

Wymondham & Edmondthorpe Parish Council - Receipts and Payments yr ending 31st March 2019

Income	Yr ending 31.3.18	Yr ending 31.3.19	Expenditure	Yr ending 31.3.18	Yr ending 31.3.19
Precept	19604	19700	Salaries	6495	5187
RSG	245	161	Admin	1265	455
WAA	334	539	Audit	429	290
VAT	2496	1016	Street Lt	4910	2512
Interest	4	101	Churchyd	720	957
Other	40	0	War Mem	211	311
			Training	265	127
			Subs/Web	431	301
			IT	20	122
			Org grants	0	0
			NPG	791	0
			Maintenance	0	2742
			Allotments	300	2240
			Grants	3101	0
			Building grants	0	1850
			Ins	961	666
			Clock	0	3000
			Misc	0	97
Total	22723	21517		19899	20857

Bank reconciliation Year ended 31 March 2019

Balances at bank 31st March 2019

TSB Current a/c		11219.72
TSB Deposit a/c		25129.90
		<u>36349.62</u>
less unpresented cheques	75.00	
Net balances at 31st March 2019		<u>36274.62</u>
Cash book		
Opening bal	35,614.51	
add Receipts in year	21516.59	
less Payments in year	20856.48	
Closing bal Cash Book 31.3.19	<u>36,274.62</u>	