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Atworth Parish Council

Minutes of a Meeting of the Parish Council held on
Wednesday 18th April 2018 at 6.30pm in the
Village Hall, Atworth

Present:

Cllrs. Effie Gale-Sides (EGS) (Chairman), Richard Clark (RC), Arnold Snowball (AS), Kate Hartley (KH), Phillippa Gray (PG) and Sarah Horrell (SH)

Clerk: Phil McMullen

Ref. Agenda items

043/18 1. Welcome

The Chairman warmly welcomed those present to the meeting.

044/18 2. Apologies for absence

The Clerk reported that no apologies had been received this evening.

045/18 3. Declarations of interest

AS and RC are trustees of the Atworth Village Hall Charity. SH is vice-Chair of the Youth Club.

Closure of meeting for public participation

EGS explained that in this part of the meeting, the Public were entitled at this stage to speak to the Parish Council through the Chairman.

Public Participation

There were no members of the public present this evening

Reconvene meeting

The meeting was reconvened.

046/18 4. Planning Applications

- 4.1 Planning Application Reference 18/02772/DP3 Retention of Existing Double Mobile Classroom at Churchfields The Village School, Bradford Road, Atworth
Details:

Councillors voted unanimously to support this application. Resolved: That the Clerk should write and inform the Planning Authority (post minute note: action completed 19/04/18)

- 4.2 Event licence request for festival near Great Chalfield August 2018

No comments were received regarding this application. Resolved: That the Clerk should write and inform the Planning Authority (post minute note: action completed 19/04/18)

047/18 5. Minutes

- 5.1 To consider, approve and sign the minutes of the Parish Council Meeting held on 21st March 2018

The Minutes of the March meeting were approved as a true record of the meeting and duly signed.

048/18 6. Finance

6.1 Approval of Clerk's Salary for April 2018

Approval for the Clerk's salary was proposed by RC and seconded by AS. All were in favour.

6.2 Approval of Payment Schedule and authorisation of cheques

Approvals for the meeting taking place in April 2018

Date	Payee Name	DD/Chq No	Net £	VAT £	Gross £	Payment Details	Approved By
	Philip McMullen	DD	446.81	-	446.81	Salary and office allowance	
	HMRC	DD	111.70	-	111.70	HMRC income tax for wages	
pd. 0504	Recreation Ground Rates	DD	162.26	-	162.26	Rec Ground rates 2018-19	
	WALC VAT No 639 4368 05	DD	395.60	79.12	474.72	WALC subscription 18/19	
pd. 1204	Valley View fencing VAT no 274966354	DD	674.21	134.84	809.05	Fencing Hayes Close to Rec. ground	
	P. McMullen Amzon refund	DD	195.17	39.03	234.20	Lithium Battery for Defibrillator	

Approval of the Payment Schedule was proposed by RC and seconded by AS.

6.3 Approval of Budget Monitor for March

Atworth Parish Budget Monitoring 2017/18			
March 2018	Annual Budget	Spend to date	Balance Remaining
Expenditure	£	£	£
CLERKS SALARY	5,000	4,865	135
CLERKS OFFICE EXPENSES	500	486	14
WI VILLAGE CLEAN & TIDY	576	576	0
VILLAGE MAINTENANCE	2,920	1,445	1,475
GENERAL ADMIN	1,000	1,466	(466)
VILLAGE HALL	6,000	6,000	0
VILLAGE HALL RATES	120	110	10
REC RATES	160	147	13
WATER RATES	150	136	14
INSURANCE	3,700	3,776	(76)
AUDIT FEES	275	195	80
PRESENTATIONS	100	83	17
YOUTH CLUB RENT	30	25	5
GRASS CUTTING	2,000	1,206	794
ARMISTICE WREATH (S.137*)	20	17	3
COMMUNITY RESILIENCE EQU	500	128	372
NOTICE BOARDS	1,500	6,506	(5,006)
VILLAGE ENHANCEMENTS	1,000	696	304
CLOCK TOWER SITE IMPROVE	1,000	-	1,000
BENCHES	800	1,421	(621)
SID DEPLOYMENT	400	200	200
ADJUSTMENT	0	-	0
WALC	420	-	420
SLCC	50	38	12
CLOCK REPAIRS	-	940	(940)
VAT	-	535	(535)
Total Expenditure	28,221	30,997	- 2,776
Income	£	£	£
PRECEPT	28,221	28,221	-
Grants	-	-	-
Interest	-	1	(1)
VAT refund	-	962	(962)
	-	-	0
Total Income	28,221	29,184	963
Net Expenditure	-	1,813	- 1,813
Balance Brought Forward	17,690		
Current Balance (Cashbook)	15,877		
Current Balance (Deposit A/c)	-		
Current Balance (Bank)	15,887		
= Unpresented cheques	10		
Ring Fenced Funds			
Defibrillator	554		
Clock Tower	-		
QUEENS LONGEST REIGN PLA	1,000		
VILLAGE ENHANCEMENT; GA	500		
Funeral Bier	50		
Notice Boards	500		
	2,604		

Approval of the Budget Monitor was proposed by RC and seconded by KH.

6.4 Approval of Accounts and Annual Governance Statement 2017/18

It was unanimously RESOLVED that,

We, Atworth Parish Council, maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of the council to conduct its business or on its finances. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.

We carried out an assessment of the risks facing the council and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.

We maintained throughout the year an adequate and effective system of internal audit of the council's accounting records and control systems.

We took appropriate action on all matters raised in reports from internal and external audit. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the council and where appropriate have included them in the accounting statements.

Proposed by EGS from the Chair, seconded by AS, all in favour. Resolved to adopt the words stated above and to inform the internal auditor accordingly.

049/18 **11. Any Other Business**

RC noted that the grit bin nearest to Nursery Close entrance is close to being empty. Action on Clerk to raise the issue with Highways.

Effie: Drain outside the church has blocked causing a small amount of flooding. A villager has proposed that we swamp Atworth with anti-dog-fouling signs. Action carried forward to May meeting.

050/18 **12. Date of the Next Meeting**

The next meeting of the Parish Council is on **Wednesday 16th May 2018** in Atworth Village Hall at 6.30pm - this is the Annual Meeting of the Parish Council.

Signed.....

Date