

SANDFORD ST. MARTIN PARISH COUNCIL 2019

**DRAFT Minutes of the Annual Parish Council Meeting of Sandford St. Martin Parish Council
held on 9th May 2019, at Sandford St. Martin Parish Hall.**

Meeting Commenced at 7.30pm.

Councillors Present: James Rowe (Chair), Emily Wheeler-Booth, Jo Miles, Ian Hames, Clive Hill

Public: 6

County Councillor: None present

District Councillor: Dave Jackson

Clerk: Rachel Johnson

AGENDA ISSUES DISCUSSED ITEM

473. **To receive apologies for absence.**

None

474. **Election of Chair**

Cllr. James Rowe was re-elected as Chair – proposed by Cllr. Ian Hames and seconded by Cllr. Jo Miles

475. **Declarations of Interest.**

Cllr. James Rowe declared an interest in the Planning agenda item - 483

476. **Minutes and matters arising of the last meeting:** The minutes of the last meeting on 15th April 2019 were presented and approved.

477. **Update from Chair**

Cllr. James Rowe expressed his sympathy, on behalf of the council, to the family of Kevin Volans, a past Parish Council Chairman, who has recently passed away.
A full update of the past year was given at the Parish Meeting.

478. **Adoption of Standing orders and Financial Regulations**

Standing orders and Financial regulations were presented and approved for adoption

RESOLVED: THAT the Standing orders and Financial Regulations are approved and adopted by the council.

479. **Year End Accounts**

I. Receipt of Annual Internal Auditor report for year ending 31st March 2019

The Internal auditor report was received and noted.

II. Approval of Accounts for year ending 31st March 2019

The council approved the following :

Bank reconciliation 2018-19
Receipts and payments 2018-19
Accounting statements 2018-19
Annual Governance statement 2018-19

RESOLVED: THAT the AGAR will be sent to the External Auditor and the Period of Public assess rights will be set
Action: Clerk

480. **Finance**

I. Payments for approval

Payments on Paper 4 were approved for payment. Cllr. Ian Hames questioned the £15 payment to the Spelsbury Estate.

The invoices for the additional clerk salary for May and the

Insurance renewal will be authorised and paid, on receipt.

RESOLVED: THAT the invoices listed on Paper 4 are paid by cheque

Action: Clerk

II. Bank Reconciliation

Bank Reconciliation for April 2019 was presented and noted

481. **Barton Bulletin Accounts**

The accounts for the Barton bulletin were noted

482. **Website**

Cllr. Ian Hames gave an update regarding the website. The PCC page is now updated. The other pages will be updated shortly, Cllr. Emily Wheeler Booth will supply details for the ABOUT page.

RESOLVED: THAT the website will be completed

Action: IH

483. **Planning**

APPLICATION NO: 19/00928/HHD
Manor Farm, Manor Road , Sandford St Martin

No objections were noted

484. **Clerk Vacancy**

There is an urgent need for a new clerk as the present clerk will be leaving on 31st May 2019. Cllr. James Rowe discussed the possibility of splitting the Clerk & RFO role.

The advert will be posted on local noticeboards and councillors will ask around.

The advert is still on the OALC website

Thanks were given to the retiring clerk.

RESOLVED: THAT the advert will be posted on the noticeboards

Action: Clerk, EWB,CH

485.

Date of next meeting

The following dates were set for the Parish Council meetings

Thursday 12th September 2019

Thursday 14th November 2019

Thursday 9th January 2020

Thursday 14th May 2020

All at 7pm – Sandford St.Martin Parish Hall

Subject to change

486.

Comments from the Public present

The public present were given the opportunity to comment

Parishioner Mr Ian Simpson voiced his concerns regarding: the Parish council entering into further costs following the land dispute, concerns over the upkeep of the churchyard grant being withheld this financial year and the loss of grass cutting maintenance in the village this year. Cllr. James Rowe advised that Grass cutting will be on the agenda of the next PC meeting and that the grass cutting cost will be reviewed in the Budget setting process for 2020/21.

487.

EXCLUSION OF THE PUBLIC AND PRESS: At the conclusion of this part of the meeting, the Chairman moved that, considering the confidential nature of the business to be discussed, the public, press and broadcast media were excluded for the remainder of the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960.

Update on advice received

A report was given on recent advice given to the Council and it was **RESOLVED THAT** : Further advice will be sought and that any outstanding solicitor costs will be paid

Action: JR/IH/CH

Meeting ended at 9pm