

Milburn Parish Council A.G.M. - 2nd May 2017

Present

Councillors D Richardson (Chair) R Healey, S Linsley, M Armstrong and P Moran Clerk J Connelly

Members of the Public - Mr & Mrs Johnstone and Mr D Bellsham

17.5.2 Apologies

A Armstrong, EDC

17.05.1 Election of Chair

All Councillors agreed that Councillor Richardson be elected Chair. Councillor Richardson accepted and signed the Declaration of Acceptance of Office of Chair.

17.05.3 Register of Interests

None

17.05.4 Minutes

The minutes of the meeting held on the 7th March 2017 had been circulated prior to this meeting. All agreed this was a true record and were signed and approved.

17.05.5 Matters Arising

Councillor Linsley is in the process of designing a logo for the Parish Council

The small ford at the bridge going out of the village, heading towards Appleby was again discussed and it was agreed by all Councillors this was not a viable project.

17.05.6 Seat under the Chestnut Tree

The Clerk has received an e-mail from Gwennie Wills regarding this seat, the wood is starting to rot in places and has offered a donation to help with the renovation and cleaning up of this seat.

After discussion, the Councillors agreed to carry out the repairs and re-painting of this seat at no cost to the Parish Council. Councillor Healey has wood and will contact Brian White to cut the wood to the correct lengths, Councillors Armstrong & Richardson, with Councillor Healey's help will carry out the work themselves

17.05.7 Drains on Low Street

As discussed at the Annual Parish Meeting the roadside is collapsing and stones have dropped into the drain. It was agreed to ask an Engineer from the Highways Dept to attend and investigate the various issues.

Mr D Bellsham contact the Highways Dept regarding this matter and also request a road sweeper and gulley emptier.

17.05.8 Contract of Employment

A copy of the contract of employment was emailed to all Councillors prior to the meeting. Complete with SLCC, NALC National salary Guidelines, NALC Model Contract of Employment and CALC Parish Council Clerks Job Description. It was agreed and resolved to sign

Signed _____ Dated _____

17.05.9 Update Standing Order - Tenders

The Council will seek tenders for works costing over £2,000 excluding VAT and will review this figure annually.

17.05.10 Risk Assessment

The assessment has been updated. Councillor Linsley confirmed a separate risk assessment for the Bonfire will continue to be carried out with a copy to the Parish Council

17.05.11 Finance

Audit Form

Statement of Accounts - The Accounts were approved by the Parish Council and signed by the Chairman

Annual Governance Statement - The Statement was completed and approved by the Parish Council and signed by the Chairman

Internal Audit - All Councillors agreed that Mrs Aelwen Evans be asked to complete the internal audit.

The Receipts and Payments Account for the year ended 31st March 2017 was presented. All Councillors approved and it was resolved Councillor Richardson sign the Accounts Book.

The Estimated Receipts and Payments for the year ending 31st March 2018 was presented.

Copy of these Accounts in Minute Book

Payments

After discussion it was agreed that the following payments may be made :- Mr Martin Joyce paid 123-REG for annual domain name £ 9.59

CALC Annual Subscription £ 108.12

Wicksteed Playgrounds Annual Inspection £ 54.00

17.05.12 Correspondence

Norris & Fisher Insurance Leaflet

HAGS Leaflet

Wicksteed Leaflet

CCC re Broadband

17.05.13 Public Participation

None

16.05.15 Parish Meeting Concerns following Annual Parish Meeting

Low Street Drainage, discussed Agenda Item 7

Re-cycling Centre in need of repair, broken and cracked wood, loose panels etc Clerk to contact EDC and request maintenance visit and carry out these repairs

Signed _____ Dated _____

17.05.15 Any Other Business

The garden waste skip is going to be delivered monthly, it was requested that when it is delivered it should be placed on the concrete base, Councillor Armstrong to telephone Trotters and ask if this could be done.

Councillor Lynsley is stepping down from the Parish Council, therefore a vacancy will arise and anyone interested in becoming a Councillor, please contact the Chairman or Clerk.

Next Meeting Tuesday, 4th July 2017

The Chairman brought the meeting to a close at 8.20pm

Signed _____ Dated _____