

Melchet Park & Plaitford Parish Council

Minutes of AGM held at New Forest Post Production Studio on 20th May 2013

Present

K Curtis (Chairman)
AW Porter

S Bowles
CS Stacey

N Curtis
BW Trimmer

19/13 Election of Chairman

Cllr Bowles proposed and Cllr Stacey seconded that Cllr K Curtis should be Chairman: this was resolved.

20/13 Election of Vice-chairman

Cllr N Curtis proposed and Cllr Porter seconded that Cllr Trimmer should be Vice-chairman: this was resolved.

21/13 Apologies

No apologies were received.

22/13 The minutes of the March 2013 meeting were agreed and signed.

23/13 Interests

No interests were declared.

24/13 Matters Arising

The production of a draft Financial Risk Assessment by the Clerk is ongoing.

25/13 Memorial Plaque at Plaitford Pound

It was agreed that permission should be granted for the plaque to be placed in the grass but that it should be level for the purpose of mowing the grass.

26/13 Death of Jubilee Tree

The Clerk was instructed to contact Landford Trees regarding its death and replacement, and the possible cause.

27/13 Village Fête

- a) It was proposed by Cllr Bowles and seconded by Cllr K Curtis that the Parish Council should make a grant of £100.00 towards the cost of the Fête: this was resolved.
- b) It was proposed by Cllr N Curtis and seconded by Cllr K Curtis that the Parish Council should donate the few remaining Jubilee Mugs to the Village Fête for prizes or for sale: this was resolved.

28/13 Finance

- a) It was proposed by Cllr Trimmer and seconded by Cllr Porter that the 2012-13 Accounts should be signed as correct: this was resolved.
- b) It was proposed by Cllr Bowles and seconded by Cllr Trimmer that the 2012-13 Bank Reconciliation Statement should be signed as correct: this was resolved.
- c) It was proposed by Cllr Stacey and seconded by Cllr Trimmer that Section 1 of the 2012-13 Annual Audit Return should be signed as correct: this was resolved.
- d) Following a consideration of each item it was proposed by Cllr Trimmer and seconded by Cllr Stacey that Section 2 of the 2012-13 Annual Audit Return should be signed: this was resolved.

- e) The Budget Control Report was received.
- f) Cheque number 139 for £15.00 to HALC (membership) had already been signed and was approved.
- g) Cheque numbers 140 to 144: £272.95 to Broker Network Ltd (insurance); £48.00 to Hamilton Associates (internal audit); £244.94 to J Wright (Clerk's salary); £61.00 to Post Office (PAYE) and £34.40 to J Wright (Clerk's expenses + reimbursement) were approved and signed.
- h) Income of: £1834.38 from TVBC (Precept + precept grant) and £134.42 from HMRC (VAT refund) were noted.

29/13 AOB

The need to find someone to cut the grass at The Pound was discussed and members decided that they would do it themselves on a rota which the Clerk would set up.

Meeting closed at 9.10 pm

Date of Next Meeting

15th July 2013