

CLAYDON WITH CLATTERCOTE PARISH COUNCIL

The annual meeting of the Parish Council will be held on Tuesday 9th May 2017 at 7:30pm in the Church Room, Claydon.

Council: Jenny Jones, Richard Millward, Anne Hoggins, Sylvia Ingram (Chairman), Kirsty Buttle (Clerk).

AGENDA

1. Election of Chairman
2. Apologies for absence
3. Members declarations of interest for items on the agenda
4. **Public participation session** (Members of the public are invited to address the council. The session will last for a maximum of 10 minutes with any individual contribution lasting a maximum of 3 minutes).
5. Co-option of new councillor
6. To approve the minutes of the Parish Council meeting held on 14th March 2017
7. Report from District Councillor Ken Atack
8. Report from County Councillor
9. Planning decisions received

16/02310/F – Top Lock, Appletree Lane, Cropredy. Proposal: Dormer window to rear of dwelling. Link extension between dwelling and workshops. Conversion of workshops to accommodation. Erection of open fronted outbuilding. **Approved.**

10. Ongoing issues

- i) The Village Green
- ii) Blue Brick Path
- iii) Village noticeboard – To confirm final specification

11. Parish Plan/Village survey feedback

12. Finance

- i) To complete and approve the annual governance statement for the 16/17 audit
- ii) To complete and approve the accounting statements for the 16/17 audit
- iii) To agree the payments list for 17/18, delegating authority to the clerk to make these payments up to the total annual budget without requesting pre approval from the council. The payments will be listed on the next agenda for retrospective approval.

	Total budget
Clerk's Salary	£2,070
Annual audits	£140
Insurance	£800
OALC subs	£250
Church Room hire	£80
PFMC grant (grass cutting, ROSPA)	£1,500
PCC grant (Grass cutting)	£450
Claydon website	£41
Grass cutting	£1,350
Noticeboard	£1,500
Waste bins	£750
Subsidy for bus service	£550
Blue Brick Path Spraying	£180

- iv) Proposal to amend the bank mandate to remove David Hill and add on Cllr Sylvia Ingram.
- v) Agreement on a new councillor (or two) to be added to the online banking system to approve BACS payments.
- vi) Confirmation of the total bank balances as at 04.05.17 of £488.57 and £14,000.84.
- vii) To confirm acceptance of the annual insurance renewal premium of £741.84
- viii) To note and approve the following payments made since the last meeting:

28.03.17	Claydon Church room	Room hire 16/17	£54.00
15.03.17	OALC	Annual subscription	£133.07
15.03.17	Paul Gallagher	Website 17/18	£40.05
15.03.17	Kirsty Buttle	Expenses Oct to Mar	£554.21
28.03.17	Kirsty Buttle	Salary March	£138.10
28.03.17	HMRC	Tax March	£34.40
02.05.17	Kirsty Buttle	April salary	£171.50
02.05.17	HMRC	April Tax	£1.00

- ix) To approve payments to be made:

Cluster Care	Grant	£75.00
N R Prickett	Grass cutting	£522.00

- x) To note receipts received since the last meeting:

09.03.17	Lloyds Bank	Interest	£0.40
10.04.17	Lloyds	Interest	£0.44
18.04.17	CDC	Precept	£3,580.50
21.04.17	CDC	Grant	£93.40

13. Concerns raised about inappropriate activities such as noisy machinery and bonfires in the village

14. Next meeting of the Parish Council – Tuesday 11th July 2017 at 7pm.



Signed:

Parish Clerk

Date: 4th May 2017