

MILBORNE ST ANDREW PARISH COUNCIL - MEETING MINUTES



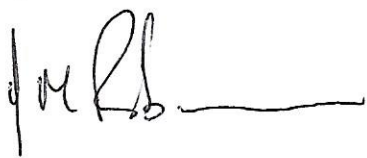
Held on: 14/06/2017 at: 19:30hrs		Location: Milborne St Andrew Village Hall
Present:	Cllr Joy Robinson (Chairman) Cllr Sue Cherry Cllr Philip Smith Cllr Ron Stevens	
In attendance:	NDDC Cllr Jane Somper Mr Colin Hampton (Parish Clerk) 8 members of the public	
Before the start of the meeting it was agreed by the Chairman that Cllr Somper could deliver her report first in order to allow her to get away to attend another Parish Council meeting at Milton Abbas.		
017	<u>County & District Councillors' Report</u> NDDC Cllr Somper read her report to the meeting, a copy of which appears as Appendix A of the Minute Book. There were no questions and Cllr Somper left the meeting after being thanked by the Chairman.	
018	<u>Apologies</u> NDDC Cllr Emma Parker Cllr Sarah Fox (Vice Chairman) Cllr Karen Park	
019	<u>Declarations of Interest</u> None	
020	<u>Co-option of New Council Members</u> Two applications had been received by letter for the two vacant positions on the council: - 1. Mr Richard Macnair 2. Mr Ron Stevens It was agreed by members present that both applicants should be co-opted to the council. Mr Macnair was co-opted in his absence, being unable to attend the meeting. RESOLVED that Mr Richard Macnair and Mr Ron Stevens be co-opted to the Parish Council.	
021	<u>Minutes of the Parish Council Meeting held 17th May 2017</u> RESOLVED that the Minutes of the meeting be confirmed and signed as a correct record.	
022	<u>Parish Councillors' Reports</u> The Chairman gave an update on the willow tree at the Memorial Stone, the appearance of which after being pruned has been the cause of some concern. After raising the matter with the Clerk the tree surgeons have been consulted and will meet with the Chairman and Clerk to discuss what further work may be done to improve the balance of the tree. Its denuded appearance is an inevitable consequence of the extensive work that needed to be done and should only be temporary.	



023	<p><u>Correspondence</u></p> <p>A report by the Clerk, a copy of which appears as Appendix B of the Minute Book, was noted. There was some discussion as to whether the council wished to become involved with either the Armed Services or Merchant Navy Days by flying a flag. It was agreed that this was not possible.</p> <p>An invitation to attend the next County Division meeting hosted by DCC Cllr Hilary Cox was discussed and agreement was reached that the Chairman and Cllr Philip Smith would attend.</p>
024	<p><u>Planning Applications</u></p> <p>None received.</p>
025	<p><u>Internal Audit</u></p> <p>The Clerk presented the Internal Auditor's report for acceptance by members. Two low level comments were received from the auditor concerning the paper trail for payments of grants and the recording of nil value assets in the Asset Register. Both comments have been actioned by the Clerk.</p> <p>RESOLVED to accept the Internal Auditor's report, a copy of which appears as Appendix C of the Minute Book.</p>
026	<p><u>Final Accounts for FY 2016-17</u></p> <p>The Clerk presented the audited final accounts for financial year 2016-17 for acceptance by members.</p> <p>RESOLVED to accept the Accounts for 2016-17, a copy of which appears as Appendix D of the Minute Book.</p>
027	<p><u>Annual Return for 2016-17</u></p> <p>The Clerk presented the Annual Governance Statement and Accounting Statement for completion and approval by the council.</p> <p>RESOLVED that the Annual Return 2016-17, a copy of which appears as Appendix E of the Minute Book, be approved and submitted for external audit by BDO.</p>
028	<p><u>Asset Register</u></p> <p>The Clerk presented the Asset Register for members approval of the changes made to the valuation of six assets from a nil value to a nominal value of £1, as recommended by the Internal Auditor.</p> <p>RESOLVED that the Asset Register be amended in accordance with the Internal Auditor's recommendation. A copy of the register appears as Appendix F of the Minute Book.</p>
029	<p><u>Council Policies Review</u></p> <p>The Clerk presented Standing Orders, Complaints Procedure and the Habitual & Vexatious Complaints Policy for review. It was agreed that no changes needed to be made and that further reviews would only be conducted when a change in council practices necessitated it.</p>

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	RESOLVED that in future existing council policies and orders are only reviewed when necessary, as determined by the Clerk.	
030	<u>DAPTC AGM</u> Members discussed whether they wished to submit a motion to DAPTC's executive council for possible submission to the AGM in November. If approved by delegates at the AGM it would then be passed on to NALC to be considered for submitting to government. After some debate it was decided not to submit a motion.	
031	<u>Cheque Schedule</u> The Cheque Schedule for June was circulated, a copy of which appears as Appendix G of the Minute Book. RESOLVED that the Cheque Schedule for May totalling £1011.18 be approved and the cheques signed.	
	The meeting closed at 20:48 hrs. Signed:  Chairman of the Council Dated: 19/7/2017	
	<u>PUBLIC PARTICIPATION NOTES</u>	<u>Action</u>
	<i>Mr Richard Lock announced that he is still seeking to have the sports field designated a Centenary Field in Trust and reminded the council that they had undertaken to consider the request after a 6-month period of settling in for the new Sports Club committee.</i>	<i>It was agreed by members that the Clerk will make this an agenda item for the July meeting.</i>
	<i>Mr Michael Hopper expressed strong reservations about the wisdom of granting the sports field Centenary Field status. It was felt that the council and residents had insufficient information regarding the scheme to come to any decision on the purpose behind it or the implications of supporting such a move.</i>	<i>It was agreed that more information is needed. The Clerk undertook to ensure this will be available well before it is due to be discussed further.</i>
	<i>Mr Dave Andrews questioned whether CPR training will be included in the defibrillator awareness training due to be held in September.</i>	<i>The Chairman assured him it will be, but went on to stress that training is not essential to be able to use the defibrillator.</i>