

# WINTHORPE WITH LANGFORD PARISH COUNCIL

## **Minutes of the Annual Parish Meeting held on Thursday 17<sup>th</sup> May 2018 in the Village Hall, Winthorpe commencing 7pm at 7.00 pm**

**Present** - Mr L Cammack (Chairman), Mr D Richardson, Mr A Leary, Mr S Lord, Mr D Aldridge, Mr B Wright and Mr P Farmer

**District/County Councillor** : Mrs M Dobson

**Clerk** - Mrs S Sillery

### **1/18 - Apologies** - Mr M Kneen, Mr B Allen and Mr B McClymont

The Clerk welcomed everyone to the AGM and confirmed that we would elect a new Chairman and Vice Chairman for the coming year.

She confirmed that Mr Cammack was prepared to stand for another year as Chairman and this was proposed by Mr Wright and seconded by Mr Leary. Mr Allen was prepared to stand as Vice Chairman; this was proposed by Mr Aldridge and seconded by Mr Leary. Both proposals approved unanimously.

### **2/18 - Declarations of Interest** – None

### **3/18 - Minutes of the last Annual Parish Council Meeting**

The minutes of the last Annual Parish Council Meeting held on the 18<sup>th</sup> May 2017, copies of which had been circulated in advance of the meeting, were taken as read and approved. Proposed by Mr Leary and seconded by Mr Wright.

### **4/18 - Matters Arising**

There were no matters arising.

### **5/18 - Chairman's Annual Report**

The Chairman gave a verbal report on the year. He confirmed that we had had a good and very busy year. The Burial Plot had been improved with the removal of trees and the installation of the new pathway. The unsafe equipment at the Skate Park had been removed and we are moving forward with the Wren application to replace the Play Park equipment next to the Community Centre.

There was another successful Bonfire and Summer Festival.

The Cricket Club is in good order and has received lottery funding to improve facilities.

The Youth Club has officially folded, however funds from it will be made available to benefit the youth of the village.

The Chairman Mr Cammack went on to thank the Clerk for being undertaking an excellent role, Councillor Dobson for giving excellent support and guidance, Mr Richardson for his work in auditing the accounts and, last but not least, to everyone on the Parish Council for their efforts and support in making the meetings enjoyable and the task of being Chairman an easier one.

### **6/18 – Langford Matters**

Mr Wright confirmed that all was quite “rosy” in Langford. The purchased phone box had been painted and looked great. The traffic is reasonable at the moment and the 40 mph flashing sign was definitely working. There had been one complaint about an overgrown hedge but Councillor Dobson had dealt with this. Councillor Dobson did say that there had been a complaint about motor bikes going through the village at great speed. This is always on a Sunday. It has brought this to the attention of Chief Inspector Andy Rook and residents in Langford are monitoring this situation.

Sadly, Mr Wright reported that a longstanding resident Frank Ward had passed away recently at the age of 92.

### **7/18 – Presentation of the Accounts for 2017/18**

The accounts as at the year-end (31<sup>st</sup> March 2018) were presented and discussed.

Mr Richardson gave a report on the accounts. He confirmed that the Clerk had now been dealing with the accounts for three years. The first year she came half way through the year but that last two years she had been fully in charge of them and has a good understanding of them. He has conducted an internal audit and found the accounts to be in a good order and has no concerns.

Mr Richardson said that his role as Internal Auditor is to check a percentage of financial transactions and to ensure that systems are in place. He is content to work on this basis and he is going to scale back the amount of checking. He will continue to check the accounts on a quarterly basis but at a higher level.

It was agreed to write to Mr Richardson with confirmation of what the Parish Council required of an Internal Auditor to formalise the arrangement.

Mr Leary raised the question of the External Audit. As the Parish Council is under the £25k income threshold, we do not have to instruct an External Auditor. Councillor Dobson suggested that it was an unnecessary expense but the Chairman is of the view that it makes us transparent when dealing with public money and that we should continue, as in previous years, with the External Audit.

It was agreed that we should review our systems and roles and responsibilities. A Risk Register should be created together with an Assets Register. The Risk Register to include the Tennis Club, Community Centre, Village Hall and Burial Site.

The question of the ownership of the Community Centre was raised by Mr Richardson. It is on Parish Council land but the ownership of the building was unclear. This raised questions about ownership and responsibilities of land in the village. Councillor Dobson offered to talk to Land Agent, Jonathan Morgan-Smith, who is a local resident to see if he could advise us.

The Clerk went through the external audit paperwork and the accounts and the Governance Statement. These were agreed and proposed by Mr Leary and seconded by Mr Farmer and carried unanimously.

Meeting closed at 7.40pm