

MINUTES OF THE ANNUAL MEETING HELD ON 15 MAY 2014 IN THE VILLAGE HALL AT 7.30PM

Present: Mr D Aldridge, Mr L Cammack, Mr S N Jackson (Chairman), Mr A Leary, Mr B McClymont, Mr D Richardson, Mr B Wright

Mr D Richardson – Internal Auditor

DC/CC Mrs M Dobson

Clerk and Finance Officer – Miss S Tomlinson

1. Apologies for absence:

Mr G Thompson
Mr B Allen
Ms Masheder

All apologies for absence were accepted.

2. Declarations of Interest:

None were received

3. Election of Chairman for 2014/15:

The Clerk invited nominations for the position of Chairman for 2014/15. Mr Jackson was nominated, there were no other nominations and Mr Jackson was duly elected.

4. Election of Vice Chairman for 2014/15:

The current Vice Chairman, Mr Allen, although not present at the meeting had indicated his interest in standing again. It was therefore proposed Mr Aldridge that Mr Allen be elected, seconded by Mr Wright. All were in favour.

5. Appointment of Honorary Auditor for 2014/15:

The current Auditor, Mr Richardson, was asked to remain the Internal Auditor for 2014/15, Mr Richardson agreed. Thanks were given to Mr Richardson for his work throughout 2013/14.

6. Appointment of representatives on outside organisations were as follows:

- a) Board of Trustees of the Winthorpe Community Centre – Mr A Stewart and Mr G Thompson
- b) Winthorpe Allotment holders Committee – Mr Allen and Mr Aldridge
- c) Winthorpe Youth Club Committee – Mr Thompson
- d) Village Festival Organising Committee – Mrs Masheder
- e) Winthorpe and Coddington Cricket Club Committee – Mr Cammack

7. To receive and accept:

- a) Minutes of the last Parish Council meeting held Thursday 17 April 2014

The Minutes of the last Annual Meeting were taken as read, approved and signed by the Chairman.

8. Matters arising from the minutes:

- a) Hargon Lane street lights – It was reported that the street lights on Hargon Lane remained out, Mr Leary would note down the pole numbers of the lights concerned and inform Mrs Dobson.
- b) Newark Advertiser overcharge – The clerk had received a credit for this overpayment which would be used against the bonfire advert for 2014.

- c) Playground Inspection – The Chairman had arranged for the NSDC to carry out the playground inspections annually. The decision was made to move from Wickstead to the NSDC as the cost was considerably less. The Clerk had notified Wickstead of the cancellation.
- d) Chapel Lane ownership – Mr Jackson had approached Mrs Kelly to obtain the Land Registry details for Chapel Lane to clarify who owned this small stretch of the road. Once this had been received, it would be forwarded to Mrs Dobson.
- e) Youth Club – Progress was made for the future arrangement of the Youth Club. Training was now taking place for volunteers.

9. Receive and accept minutes from the Finance committee meetings held on 17th April and 1st May 2014.

Mr Leary requested that the clerk clarify the point regarding future events. All future event organisers were to be made aware of the Parish Council's financial responsibilities when recording income and expenditure. All payments were to be made by cheque from the Parish Council.

With the above amendment the minutes were taken as read and accepted.

Payments for approval:

Expenditure	£
WPC Annual Grant – Chq 101075	150.00
LPC Annual Grant - Chq 101076	150.00

10. Adoption of the Parish Council Accounts and 2013-14 and Parish Property Trust Accounts 2013-14

Copies of the parish council accounts and Property Trust Accounts for the financial year 2013/14 had been circulated to everyone present. Following some discussion it was proposed by Mr Leary and seconded by Mr Aldridge that the accounts be approved and adopted. It was also agreed that the Chairman be authorised to sign the Annual return for submission to the external auditors.

11. Property Trust Account:

- a) The Chairman explained that the Clerk had recently reported to him that she was struggling to obtain a statement for the Parish Property Trust account therefore causing frustration and delay in reporting these accounts activities. In view of these difficulties the Chairman proposed that we move the account from Santander to the HSBC, Mr Cammack requested that the parish Council attempt internet banking as a first option as this would be much easier. All were in favour of this. The clerk would action this request.

12. Planning:

- a) No applications received

13. Annual Safety Inspections:

- a) The clerk handed out the Safety Inspection Forms to the Councillors and requested that these be completed for Junes meeting.

14. Correspondence: None

15. Any other business:

- a) It had been reported that the dustbin located on the skate park had not been emptied for some time. Mr McClymont offered to do this.

- b) Mr Leary referred back to the Community centres request for the Parish Council to allow the grass cutting to be done through the Parish Council. It was suggested that once a written request had been received a formal arrangement would be put in place; this would then need to be duplicated for the Cricket Club to ensure all future arrangements are correctly accounted for.
- c) It was reported that there were some over hanging trees along the footpath of Gainsborough Road, The clerk would write to the property owners concerned to request that these be cut back.

Meeting Closed 8.45PM

Action Points for Junes meeting:

- 1. Write article for Monthly Focal Point – clerk**
- 2. Produce April/May Accounts – Clerk**
- 3. Complete 2013/14 Accounts and submit to the external Auditor – Clerk**
- 4. Write to owner of property with overhanging trees – Clerk**
- 5. Follow up Chapel Lane issue – Chairman**