

**MINUTES OF MEETING OF WINTHORPE WITH LANGFORD PARISH COUNCIL HELD ON 16 MAY 2013
IN THE VILLAGE HALL AT 7.34PM**

Present: Mr D Aldridge, Mr R Allen, Mr L Cammack, Mr S N Jackson (Chairman), Mr A Leary, Ms S Masheder, Mr B McClymont

Clerk and Finance Officer – Miss S Tomlinson

DC M Dobson

Public attendance – None

1. Apologies for absence:

Mr G Thompson – Work commitments – Accepted

Mr B Wright – Appointment - Accepted

2. Declarations of Interest:

None were declared

3. Election of Chairman 2013/14:

It was proposed by Mr Aldridge that Mr Jackson be elected Chairman, this was seconded by Mr Allen. Agreed unanimously. Mr Jackson accepted the position.

4. Election of Vice Chairman 2013/14

It was proposed that Mr Allen continue his role as Vice Chairman. Proposed by Mr Aldridge and seconded by Mr McClymont. Agreed unanimously. Mr Allen accepted the post.

5. Appointment of Honorary Auditor:

Mr Richardson was unanimously proposed for the position of internal auditor and he agreed to carry out the tasks outlined in the Parish Councils standing orders and financial regulations. It was proposed by Mr Aldridge and seconded by Mr Allen. All agreed, Mr Richardson accepted the position.

A) The chairman requested to add an item to the agenda at this point. To adopt the revised financial regulations and standing orders. Members of the Council were presented with the documents The Chairman proposed the revised Documents be adopted for the coming financial year; this was seconded by Mr Leary. It was agreed unanimously to adopt the new regulations.

6. Appointment of representatives on outside organisations:

The following people accepted the task of representing the Parish Council:

- a) Winthorpe Community Centre – Mr Stewart/Mr Thompson
- b) Winthorpe Allotments – Mr Allen/Mr Aldridge
- c) Winthorpe Youth Club – Mr Leary
- d) Winthorpe Village Festival committee – Ms Masheder
- e) Winthorpe With Coddington Cricket Club – Mr Cammack

7. To receive and accept:

- a) Minutes of the meeting held on 18th April 2013

It was noted that Mr Allen had appeared as present and had also apologised for absence. Mr Allen was present for the meeting; therefore the clerk would amend the minutes.

Following the adjustment made by the clerk, the Minutes of the last meeting were taken as read and signed by the chairman. Proposed by Ms Masheder and seconded by Mr Aldridge.

8. Matters arising from the minutes:

- a) Following a brief discussion it was unanimously agreed to endorse the decision made in 2009 that all income from advertising etc; on the Parish Council website be paid into the property trust account, to enable satisfactory funds to be built up to ensure the continuance of the website and other similar services should at any time the Parish Council be merged with adjoining parishes.
- b) It had been reported that the Dog waste bin next to the Jubilee Bridge had not been emptied which had caused the bin to become full. The Clerk had called Newark and Sherwood District Council who were addressing this issue. It transpired that the waste contract held by the Parish Council had a number of bins for weekly empty and a number of fortnightly. There was some confusion between the clerk and Newark and Sherwood District Council as to whether all bins could go on to a fortnightly basis. This had not been agreed and it was decided that weekly emptying of certain bins was still required.
- c) It was reported through the village safety checks that the dog waste bin situated on Gainsborough Road, between the junction of the Spinney and the Parish Church had been damaged. The clerk would arrange for this to be repaired.

9. Finance:

- a) To approve expenditure as at 16 May 2013:

<u>Expenditure:</u>	£
Winthorpe Village Hall – Room hire for Parish Council meetings 2012/13	82.50
Total Expenditure	£82.50

- b) The minutes of the finance meeting held on 1st May 2013 were presented. It was noted that Mr Allen had been both present and absent in the minutes. Mr Allen had attended the meeting therefore the clerk would amend the apologies for absence.

After the above adjustment was made, the chairman signed the minutes, proposed by Mr Aldridge and seconded by Mr Leary.

- c) It was requested that the clerk make all relevant accounting documentation available for the internal auditor by no later than the 31st May 2013. The internal auditor was then asked to submit his findings to the council by 16th June 2013.

6. Planning.

- a) Elm Tree Farm – Construction of further outdoor poultry units. Amendments to application.

The amendments were viewed by members of the Council. The additional information provided was not seen to affect the Councils current views and decision..

7. Correspondence.

- a) Affordable Housing documentation – Not applicable to Winthorpe/Langford. For Info only.

The meeting closed at 8.45pm.

Next Parish Council Meeting: Thursday 20th June 2013 – 7.30PM in the Village Hall.

Action required	Person to undertake the action	Date to be completed by
Prepare information for Internal Auditor.	Clerk	31 st May 2013
Prepare Accounts for April and May 2013	Clerk	20 th June 2013