## ALVINGTON PARISH COUNCIL Minutes of the meeting held on Wednesday 20<sup>th</sup> May 2015

PRESENT: Cllr. Gary Collier Cllr. Beveley Collier Cllr. Ann Thomas Andrew Maliphant (Clerk)

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District Cllr. Frankie Evans

Notes

Action

1	Election of the Chairman and Vice- Chairman for 2015/6	Gary Collier was elected as chairman for 2015/6 – proposed AT, seconded BC, all in favour.	
		Paul Smooker was elected as vice- chairman for 2015/6 – proposed AT, seconded BC, all in favour	
2	Annual Meeting agenda items from standing orders	(i) The minutes of the meeting on April 1 <sup>st</sup> were agreed as a	
		true record (ii) No functions were delegated	
		to other bodies or individuals	
		(iii) No changes were proposed	
		to the terms of reference of	
		the playing field committee,	
		except that it would be	
		chaired ex-officio by the	
		parish vice chairman	
		(iv) It was agreed to include the	
		Alvington & Woolaston	
		Cricket Club and Woolaston	
		Football Club as members of	
		<ul><li>the playing field committee</li><li>(v) It was agreed there were no</li></ul>	
		new committees required at	
		present	
		(vi) It was noted that new	
		standing orders and financial	
		regulations had been agreed	
		the previous autumn	
		(vii) It was noted there were no	
		contributions made to	
		expenditure incurred by	
		other local authorities	
		(viii) Similarly there was no other	
		work with external bodies	
		(ix) The inventory of land and	
		assets circulated by the clerk	
		was approved with the	
		addition of the bus shelter	

6	Highways	GC reported that some progress had been made with path clearing down Swan Hill, but more remained to do.	
5	Planning	GC reported that the proposal for 43 new houses in the village had been turned down. The new application for Severnwye Farm did not include any accommodation, and at a recent court hearing, the enforcement action on the housing unit had been confirmed with a deadline of June 11 <sup>th</sup>	
4	Declarations of interest	None	
3	Apologies for absence	month, with no meetings in August or January Apologies were received from Cllrs. Paul Smooker, Jennifer Bates, and County Cllr. Patrick Molyneux	
		<ul> <li>(x) The current arrangements for insurance cover were reviewed and it was agreed to seek quotes for additional cover for the bus shelter, notice board and playing field gates &amp; fencing</li> <li>(xi) The council's membership of GAPTC and GPFA was confirmed</li> <li>(xii) No changes were proposed to the council's complaints procedure</li> <li>(xiii) No changes were proposed to the procedures for handling requests under the Freedom of Information and Data Protection Acts</li> <li>(xiv) The policy of councillors speaking to the media rather than the clerk was confirmed</li> <li>(xv) It was agreed that meetings of the parish council during 2015/16 would take place at 7.30 pm in the village hall on the first Wednesday of each</li> </ul>	AM
		and parish notice board. FE asked for hard copies of this and other reports	AM

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	County Highways had also erected bollards round the white stones on Clanna Lane and the verges by Bean Hill Farm, AT wondered about the cost.	
Playing Field	The clerk reported that recent discussions with the cricket club and Glebe Contractors had resulted in a request to Glebe for the shortest possible grass cut each fortnight. The club would have to be responsible for clearing away any grass cuttings, and GC offered to contact a local man for a price for extra work on the field.	GC
Community Events & Village Hall	GC reported that the proposed event in August had not yet been confirmed. A repeat of the Christmas bazaar could be discussed at the September meeting.	
Communication	There was nothing to report.	
Finance	<ul> <li>(a) The following invoices were approved for payment:</li> <li>£168.22 Andrew Maliphant, salary £333 Richard Morgan, grass cutting £96 Glebe Contractors, grass cutting £54.24 Merlin Waste, dog waste £78 Playsafety Ltd, trim trail inspection £55 Shirley Fowler, internal audit £130 Memorial Hall, room hire £10.45 EP Smooker, goal net pegs</li> <li>(b) The accounting statements in the Annual Return for 2014/15 were reviewed and approved unanimously</li> <li>(c) The governance statement in the Annual Return for 2014/15 was reviewed and approved unanimously</li> <li>(d) The fourth quarter financial report for 2014/5 was received with thanks</li> </ul>	АМ
	Community Events & Village Hall Communication	Clanna Lane and the verges by Bean Hill Farm, AT wondered about the cost.Playing FieldThe clerk reported that recent discussions with the cricket club and Glebe Contractors had resulted in a request to Glebe for the shortest possible grass cut each fortnight. The club would have to be responsible for clearing away any grass cuttings, and GC offered to contact a local man for a price for extra work on the field.Community Events & Village HallGC reported that the proposed event in August had not yet been confirmed. A repeat of the Christmas bazaar could be discussed at the September meeting.CommunicationThere was nothing to report.Finance(a) The following invoices were approved for payment: £168.22 Andrew Maliphant, salary £333 Richard Morgan, grass cutting £96 Glebe Contractors, grass cutting £95 Shirley Fowler, internal audit £130 Memorial Hall, room hire £10.45 EP Smooker, goal net pegs(b) The accounting statements in the Annual Return for 2014/15 was reviewed and approved unanimously(c) The governance statement in the Annual Return for 2014/15 was reviewed and approved unanimously

		<ul> <li>(e) After discussion, it was agreed that the parish council vice-chairman should receive £100 each year in consideration of greater expenses than other councillors in respect of telephone bills, printing and similar office items. Small costs such as goal net pegs would continue to be met out of the playing field maintenance budget rather than a petty cash scheme</li> <li>(f) The clerk reported that the council's "staging date" for pension arrangements was 1<sup>st</sup> May 2017, though the clerk's level of pay did not create a need for automatic enrolment in a pension scheme.</li> <li>(g) After discussion it was agreed that despite any changes in auditing requirements the council would continue to have internal and external audits</li> </ul>	
11	Correspondence for Information	The clerk reported revised district council contacts to include in the parish emergency plan.	АМ
12	Clerk's Report	There was nothing further to report.	
13	Councillor's reports and items for future agenda	It was agreed to consider a management plan for the churchyard following the completion of the current tree surgery programme.	АМ
14	Public Forum	No members of the public had attended.	
15	Date of next meeting	The next parish council meeting will be in the village hall on Wednesday 3 <sup>rd</sup> June from 7.30 pm	

Signed:....Chairman.

Date:....