

SCOTTER PARISH COUNCIL

Minutes of a Meeting of the Council held on 16th April 2012

PRESENT: Councillor C. Day (Chairman), Councillors M. Armstrong, B. Billam, D. Capes, J. Fillingham, S. Hinman, and A. Sheardown. Mrs N. Altoft (Clerk) and Mrs E. Lidgett.

With no members of the public present, the meeting commenced at 7.39pm.

1 2012/13 To receive and approve apologies for absence.

Apologies were received from Councillors Baker, Bullivent and Rayner who is unable to attend.

RESOLVED : To accept and approve the apologies from Councillor Baker, Bullivent and Rayner.

2 2012/13 To receive declarations of interest in accordance with the Local Government Act 2000.

Councillor Sheardown declared an interest in relation to item 15 on the agenda (minute reference 15 2012/13).

3 2012/13 To approve the notes of the Council Meeting held on 19th March 2012 as the Minutes of that meeting.

RESOLVED : To approve the notes of the Council Meeting held on 19th March 2012, as circulated, as the Minutes of that meeting. These were signed by the Chairman.

4 2012/13 To receive a report from the Chairman on his recent inspection of Parson's Field.

Nothing to report at this time.

5 2012/13 To agree which Councillors will be responsible for safety inspections of the cemetery and the playgrounds for the next month.

Councillor Day stated his willingness to continue with the cemetery inspections and Councillor Capes will also continue with the playground inspections.

6 2012/13 To approve the renewal of the Council's insurance policy.

The Council considered the renewal of the Council's insurance policy and, with the sums assured being appropriate to the Council's needs,

RESOLVED : To renew its insurance policy for the year commencing 1st June 2012 at a maximum premium cost of £1870.66.

The cheque will be presented for the Council's approval and signature at the next Meeting of the Council.

7 2012/13 To consider the investment of £25k into a 6-month guaranteed investment bond.

The Clerk explained that, with precept monies now received, the Council has an opportunity to make a short-term guaranteed investment to maximise interest generation. £25k in a six-month bond will generate gross interest at 1.53%, compared with the existing deposit account (0.09%) and the current account (0.18%).

RESOLVED : To invest £25k into a 6-month guaranteed investment bond.

The Clerk will prepare the necessary paperwork for the signature of the Chairman and Vice Chair.

8 2012/13 To approve the appointment of R.N. Store to carry out the internal audit for 2011/12.

The Council reviewed the effectiveness of its system of internal audit. Its scope is clearly and comprehensively laid down in the agreed audit plan and the independence and competence of its auditor is guaranteed by the utilisation of an external professional firm of accountants. A suitable relationship exists between the parties to ensure that the audit can be properly carried out and the audit itself is properly planned and recorded. Against this background, it was:

Initialed Chairman

RESOLVED : To appoint R.N. Store to carry out the internal audit for the financial year 2011/12.

As there are matters for the consideration of the Asset Management Working Group (e.g. a review of the Council's risk management policy, year-end asset valuation, etc.), the Clerk will call a meeting of that group in the near future.

9 2012/13 To discuss the cemetery boundary issue with no. 5 Revills Close

After considering the paper circulated the Council:

RESOLVED : to contact the residents and firstly inform them that the slabs in question were in fact laid in September 2010, and not since this boundary issue has been raised. As the Council have previously stated we believe that our garage was erected within our boundary, and we have now referred all of the relevant information to our solicitor for further consultation.

10 2012/13 To discuss a letter received from Helen Armstrong

After discussing the request for funding for the Jubilee celebrations the Council:

RESOLVED : to donate £300 towards the celebrations, and will also allow the group to use the Parish Councils bank account if they are successful with their application for a grant for the same celebrations from West Lindsey Council.

11 2012/13 To receive a report from the Clerk.

Library - Saturday opening

The Clerk gave a brief update from the meeting held with the library volunteers. A number of further activities that could be held on a Saturday morning were discussed. These included intergenerational computer learning, children's story time, and a tea/coffee drop in cafe. The Clerk is going to look into these options and report back to the Council with her findings.

12 2012/13 To discuss approaching the Co-Op regarding sponsoring a new Council notice board outside the new store.

From the meeting with the library volunteers, it became clear that the Parish Council notice board could be better situated within the village. Given these findings the Council :

RESOLVED : to approach the new Co-Op regarding sponsoring a new Council notice board outside the new store.

13 2012/13 To receive new correspondence not already included above, to be circulated at the meeting.

There was nothing to be circulated at this time.

14 2012/13 To note income received during March 2012 and to approve the cash book as at the end of March 2012 and its reconciliation to the bank statements.

The Council noted the following income received during March 2012.

<u>DATE</u>	<u>PAYER</u>	<u>DETAILS</u>	<u>RECEIPTS</u>
01.03.12	Barninghams Memorials	Memorial App - King Y8	80.00
01.03.12	Barninghams Memorials	Memorial App - Haywood Y9	80.00
05.03.12	Co-operative Bank	Interest - C/A	3.74
05.03.12	SUFC	Funds for new Football Hut	8900.00
16.03.12	SUFC	Funds for new Football Hut	2252.50
16.03.12	Dignity Funerals Ltd	Memorial App - Forrington AC13	80.00
			<u>11396.24</u>

Initialled Chairman

15 2012/13 To approve payments to be made.

RESOLVED : That the following payments should be approved.

<u>CHEQUE</u>			<u>NET</u>		<u>TOTAL</u>
<u>NO.</u>	<u>TO WHOM PAID</u>	<u>PARTICULARS OF PAYMENT</u>	<u>VALUE</u>	<u>VAT</u>	<u>PAYMENTS</u>
Direct Debit	Multidata	Phone calls	7.99	1.60	9.59
Direct Debit	Multidata	Broadband & phone line rental	33.43	6.69	40.12
402242	HM Rev and Customs	PAYE & NI month 11	249.92		249.92
402243	N Altoft	Wages	702.06		
		Stationary	7.13	1.43	
		Postage	35.45		746.07
402244	J Lyon	Wages	636.77		636.77
402245	CPRE	Best Kept Village 2012	18.00		18.00
402246	Spencers Garage	Fuel	195.09	39.02	234.11
402247	R. Arrand	Reimbursement from SUFC	15900.00		15900.00
402248	New Home S.J. Wheatley Electrical	SUFC - New Hut Works	2636.00		2636.00
402249	Ltd	SUFC - New Hut Electrics	508.65	101.73	610.38
	Scotter Good				
402250	Companions	Money precepted 11/12	178.00		178.00
402251	JAS Martin & Co.	Access to Parsons Field	5.50		5.50
402252	Greenstripe	Mower Maintenance	37.36	7.47	44.83
402253	ICCM	Membership	90.00		90.00
402254	Scotter Village Hall	Q4 2011/12 Room Rentals	237.00		237.00
			21478.35	157.94	21636.29

16 2012/13 To take any points from members, identify items for the next agenda and to note urgent items of interest.

Councillor Sheardown updated the Council on the last Scotter Forward meeting. They had a disappointing 155 responses to the recently circulated questionnaire. From these responses however there were a number of people willing to volunteer to maintain flower beds within the Parish and also to help run Parish events. A need was also identified for a bulk buying energy scheme, and volunteers to help organise this will hopefully be recruited. A meeting to get these volunteers together will be advertised in the next Eau Valley Advertiser.

The questionnaire also showed that that was no need identified for any further childcare provisions

17 2012/13 To consider whether, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press should be temporarily excluded from the meeting.

RESOLVED : That, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press should be temporarily excluded for the following items of business on the basis that they relate to items that contain confidential personal and commercial information and information in relation to a legal matter.

18 2012/13 To discuss the situation with the Clerks maternity leave cover.

After a short discussion it was :

RESOLVED : that Mrs E. Lidgett should be employed under the same terms as the current Clerk. However, Mrs Lidgett will invoice the Council for her pay, rather than go onto the Councils payroll.

Initialled Chairman

The Chairman declared the meeting closed at 8.38 pm.

Clerk:

Chairman:

Date: