

PAUNTLEY PARISH COUNCIL

Minutes of the Annual General Meeting of Pauntley Parish Council held in Pauntley Village Hall on Monday 13 May 2013 at 7.45 pm.

Present: Councillor Mrs B Bainbridge, Chairman; Councillors Mr N Fowke, Mr R Gosling, Mr J Mullinger, Mrs A Rawson, Mr J Stallard.

In attendance: The Clerk, Mrs L Harding

1. TO RECEIVE APOLOGIES AND ACCEPTABLE REASONS FOR ABSENCE

Apologies and acceptable reasons for absence were received from Councillor Shepherd. District Councillor Peter Ede also sent apologies due to illness.

2. TO RECEIVE ANY DECLARATION OF PERSONAL OR PREJUDICIAL INTEREST IN ITEMS ON THE AGENDA

There were no declarations of personal or prejudicial interest in items on the agenda.

3. TO ELECT A CHAIRMAN FOR PAUNTLEY PARISH COUNCIL

Brenda Bainbridge was unanimously re-elected as Chairman of Pauntley Parish Council.

4. TO ELECT A VICE-CHAIRMAN FOR PAUNTLEY PARISH COUNCIL

Nick Fowke was unanimously re-elected as Vice-Chairman for Pauntley Parish Council.

5. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 15 APRIL 2013

The minutes of the meeting held on 15 April 2013 were approved.

6. TO DEAL WITH ANY ACTIONS ARISING FROM THE MINUTES OF THE ABOVE MEETING

Councillor Gosling reported that the Friends of Pauntley School are still looking into the erection of the weather vane. It was agreed that the Clerk should write to the school and enquire about progress.

Councillor Gosling has a concrete balustrade to fix the time capsule plaque to and will do this during the school summer holidays.

The Chairman will arrange for the purchase of a grit bin for Welsh House Lane.

Councillor Fowke has not yet received a response from Calor regarding defibrillators. Unfortunately no one is available to come along from the training company to the Annual Parish Meeting next week to talk about defibrillators.

The Clerk has written to Mark Harper MP regarding the Precept Referendum Bill but has not as yet received a response.

7. TO RECEIVE A REPORT FROM THE CHAIRMAN

The Chairman reported that the Village Hall Committee has voted to look into the installation of doors at the rear of the hall in the gable end of the building. They will find out if building control regulations would apply.

LH

RG

BB

8. FINANCE

- a) The Clerk reported that the accounts for the Parish Council for 2012-2013 have now been to internal audit on 8 May and will be sent to the external auditors on 15 June. A notice regarding the rights of residents to view the accounts has been posted. LH
- b) The Clerk apologised that, due to a miscalculation over the timing of a transfer of monies from the Business Instant Access Account to the Treasurers Account, the Treasurers Account had been overdrawn by £54.00. The Clerk had contacted Lloyds Bank and proposed charges have been cancelled in view of the £6000 in the Business Instant Access Account. She has spoken to Community First regarding the cheque for the annual insurance premium and this cheque will be reissued to avoid any confusion.
- c) The Clerk reported that PAYE was now operating in Real Time. As HMRC had changed the Clerk's tax code for 2013-2014 an amount of £28.80 tax had been payable on the Clerk's salary for April 2013 but that a revised tax code had been requested and now received, allowing the personal allowance to be allocated to this salary payment so that future payments would be free of tax. LH
- d) In view of the very low rates of interest on the Business Instant Access Account it was resolved to close this account.
- e) It was resolved to make payment to Mr Iain Selkirk of £65.00 for internal audit of the accounts.
- f) The payment of £30.04 to the Clerk for expenses was approved.

9. FINANCE IN THE PARISH COUNCIL'S ROLE AS SOLE TRUSTEE OF PAUNTLEY VILLAGE HALL

- a) The accounts for the Village Hall for 2012-2013, approved by the Village Hall Committee on 15 April 2013, were received and it was resolved to approve these.
- b) The budget for the Village Hall for 2013-2014, approved by the Village Hall Committee on 15 April 2013, was received and it was resolved to approve this.
- c) The Financial Policy for the Village Hall, approved by the Village Hall Committee on 15 April 2013, was received. Councillor Gosling proposed an amendment to the financial limit that the Committee could spend without approval from £250 to £250 per annum. It was resolved to approve the policy with this amendment. The Clerk will amend and issue the policy. LH

10. TO RECEIVE CORRESPONDENCE AS FOLLOWS AND AGREE A RESPONSE OR OTHER ACTION WHERE APPROPRIATE:

- a) Consultation on the Forest of Dean District Council's Draft Statement of Community Involvement, running from 3 May to 14 June. Councillors were able to view this on the FoDDC website and no comments were felt to be required.

11. TO DISCUSS ARRANGEMENTS FOR THE ANNUAL PARISH MEETING ON MONDAY 20 MAY

Councillor Bainbridge has prepared a display regarding refugees and evacuees in Pauntley during the Second World War. She will arrange for refreshments for the evening.

12. TO AGREE THE DATE OF THE NEXT MEETING OF PAUNTLEY PARISH COUNCIL

The next meeting of Pauntley Parish Council will be held on Monday 8 July at 7.45 p.m.

13. TO DISCUSS WHICH DAYS WOULD BE CONVENIENT FOR FUTURE MEETINGS

Days for future meetings were discussed, to see whether days other than Monday would be more convenient. No change was agreed for July but it was agreed to revisit the dates in advance of each meeting.

15. TO CONSIDER ANY OTHER URGENT RELEVANT BUSINESS

The Clerk has just received papers from the FoDDC regarding the Discharge of Conditions for Hazel's Cottage in Pool Hill. These were not felt to require comment.

LH

Some of the Neighbourhood Watch signs are in need of replacement and the Clerk will contact Chrissie Parkes.

JM

Councillor Mullinger proposed to clean out the phone box at Pool Hill and use it for a book exchange for childrens' books, which was approved.

Signed.....

Date.....