

MAIDS MORETON PARISH COUNCIL

MINUTES of a General MEETING held on Wednesday 8 May 2019 at 7.30 in The Bistro Room at Gracewell Care Home

Present: Cllrs M Byrne (Chairman), G Millard, A Mohandas, C McCall, J Withnell

Members of the Public: 4

District Cllr Warren Whyte

Clerk: Ruth Millard

- 57/19 Nomination & Acceptance of Chairman;** There were 2 nominations, Cllrs CM & MB. Cllr MB had 2 votes. Cllr M Byrne accepted the role of Chairman.
- 58/19 Nomination & Acceptance of Vice Chairman;** Cllr MB proposed Cllr AM as vice chair, their being no other nominations Cllr AM accepted the role of vice chair.
- 59/19 Open Forum;**
- A representative of the Conservation group reminder the meeting that there AGM in on 15 May 2019 and there will be a talk from the Action Group.
 - A resident proposed that a community orchard could be planted, funded by the s106 money for 16/00051/
- 60/19 Apologies;** Cllr PH (abroad) .
- 61/19 Members Interests;** Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Maids Moreton Parish Council Code of Conduct for Members and by the Localism Act 2011.
None were declared
- 62/19 Approval of Minutes;** Members agreed the minutes from the Parish Council Meetings held in the The Bistro Room, Gracewell Care Home on 10 April 2019 the Chairman signed them as an accurate record.
- 63/19 Review of Standing Orders for 2019;** it was noted that page 6 3e needs amending to second Wednesday in the month. Moreton needs amending to have the e in the middle. Members agreed the Standing Orders with these amendments.
- 64/19 Review of Financial Regulations for 2019;** it was noted that 6.7 & 6.9 state that the Parish Council will resolve the use of internet banking and Direct Debits every two years. Members agree the Financial Regulations.
- 65/19 Review of the Risk Assessment for 2019.** Members agreed the Financial Regulations.
- 66/19 Appoint representatives i.e. LAF, NBPPC;** Cllr AM agreed to represent the Parish Council at LAF meetings. NBPPC representative is deferred until the next meeting.
- 67/19 Review inventory of Land & Assets including buildings;** deferred until the next meeting
- 68/19 Confirmation of Insurance cover;** Cllrs agreed that the PC was insured by Zurich Municipal. Action; Clerk to send details to the Councillors.
- 69/19 Review of the Councils subscriptions to other bodies i.e. BALC, SLCC, NBPPC, AVALC.** Members agreed to pay subscriptions to BALC, SLCC, NPBBC. AVALC was deferred until the next meeting. **ACTION;** Clerk to forward information about AVALC to the Councillors.
- 70/19 Review of the Councils Complaints Procedure for 2019;** the Complaints procedure policy is not on the website. This item is deferred until the next meeting. **Action;** the Clerk to upload the Complaints Procedure to the website and forward to the Councillors.
- 71/19 Review of the Council's Publication Scheme for handling requests made under the Freedom of Information & Data Protection Act;** Members agreed the Council's Publication Scheme
- 72/19 Determine the time & place of ordinary meeting of full Council up to and including the next annual meeting of the Full Council;** Members agreed to meet on the 2nd Wednesday of the month except for August and December. The date for the next APCM will be 13 May 2020. Planning Meetings, as and when necessary.
- 73/19 GDPR;**
- a. To agree Privacy Policy and Notice
 - b. To agree Information Policy
 - c. To agree Retention of Documents Policy
 - d. To agree GDPR Data Audit
- Members agreed all the GDPR documents in compliance with the GDPR Act. **Action;** Clerk to upload the 4 documents to the website.
- 74/18 Annual Governance & Accountability Return 2018/19; The smaller authority must carry out a review of the effectiveness of the system of internal control and prepare the Annual Governance Statement.**
- a. Members to consider the findings of the review. Members considered that the Parish Councils internal procedures were comprehensive and robust.
 - b. Members approved the Annual Governance Statements and directed the Chairman to sign the document.
 - c. To agree the Bank reconciliation for 31 March 2019; deferred until the next meeting
 - d. To agree the Explanation of Variances; deferred until the next meeting
 - e. To consider & approve the Annual Accounting Statement; deferred until the next meeting
 - f. Members to ensure that the Accounting Statements are signed and dated by the Chairman; deferred until the next meeting
 - g. To agree the dates of the period for the Exercise of Public Rights; deferred until the next meeting.

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75/19 Finance & Accounts.

- a Members noted the financial statements of accounts and bank reconciliations for the end March 2019;
- b Members note invoices for April 2019 and bank payments to be made in May 2019

Bank balances March 2019

Current Account2641	31 March 2019	11,168.87
Deposit Account1795	31 March 2019	18,341.84
	Including ring – fenced;	
	Park Funds	8,010.34

Including March Income

Deposit Account1795	11 March - Interest	0.70
Current Account2641	18 March – MM Scout Group	500.00
	06 March – BRFC 2019/20 hire of the rugby pitch	1,670.00

Including March payments

Imperative Training Limited, inv. 70235, defibrillator battery	LGA 1972, s137	BP 66	154.80
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Payments - May 2019

ER Millard, April 2019 remuneration	LGA 1972, s112	BP 72	502.50
HMRC,	LGA 1972, s112	BP 73	3.20
GM Outdoor Services, invoices 1303, 1304, 1313	LG(Misc Prov)A 1976, s19, LGA 1972, s101	BP 74	365.00
WI, for providing refreshments at the APM	LGA 1972, s137	BP 75	60.00

76/19 S106 agreement for leisure; Members discussed the s106 agreement for 16/0051/ and seemed to agree that a new community building will be needed if the 170 dwellings are built at Maids Moreton, as the Village Hall is at full capacity being hired out throughout the year.

77/19 To consider the quotes for work for the Anglian Water report; The Clerk had been unable to obtain quotes for the work on the report, most of the jobs were minimal, but the watering point for the cricket pitch was complicated and a contractor needed to know how it had been constructed, to be able to rectify it to a standard for the latest water regulations.

78/19 Correspondence and communications;

- a. Newsletter: Cllr AM is hoping to send out a draft for consideration before the next meeting.
- b. Oxford to Cambridge Expressway
- c. To consider & agree a letter of complaint to AVDC of the lack of consultation with the residents and the Parish Council of Maids Moreton, at specific stages of the production of the VALP that will have an impact on Maids Moreton Village. As the members had not seen the draft version of the letter this item was deferred to the next meeting.
- d. To discuss who has the authority to sign letters on behalf of the Parish Council. The Clerk had forwarded the email from BALC to confirm that the Clerk signs letters from the Parish Council as Councillors do not have the authority.

79/19 Cllr Mark Byrne requests 2 motions to be discussed at this meeting;

1. Maids Moreton Parish Council will do everything in its power to support the Maids Moreton and Foscoote Action Group to reject the planning development of 170 houses in the village.

Members discussed the proposal and it was **RESOLVED** to amend it to '**Maids Moreton Parish Council will support the Maids Moreton and Foscoote Action Group to reject the planning development to 170 houses in the village.**'

2. Maids Moreton Parish Council agrees to sign the letter of response to John Bercow prepared by the Maids Moreton and Foscoote Action Group. Cllr MB said that this statement is not applicable now as the letter had been sent to John Bercow without the Parish Councils endorsement.

Cllr JW proposed that the Parish Council write to BALC requesting a formal response to, 'Can the chairman sign on behalf of the council if the document being signed is in accordance with a resolution of full council?'

80/19 Date and time and venue of the next meeting; The next meeting will be held in The Bistro Room, Gracewell Care Home on 21 May 2019 at 7.30pm. TBC

Meeting Closed at 10.10 pm

Signature..... Date.....