

EMNETH PARISH COUNCIL

Minutes of Emneth Parish Council's Annual General Meeting held on Tuesday 19th May 2015 in Emneth Central Hall, Emneth at 7.00pm.

In attendance: Cllr R. Waterfield (Chair), Cllr. Harper, Cllr. Oliver, Cllr. Terrington, Cllr. Towler, Cllr. Wiles, Cllr. Graham, Cllr. Curtis, Cllr. Howard, Cllr. Fleet, Borough Cllr. Crofts

Apologies: Cllr. McCourt, County Cllr. Humphrey

Parish Clerk: Kate Bennett

Public: None

COMMITTEE REPORT

All councillors present returned their signed declarations of acceptance of office before the meeting started.

1. Election of chairman for the coming year & sign declaration of acceptance of office

Cllr. Graham nominated Cllr. Waterfield for Chairman for the forthcoming year. This proposal was seconded by Cllr. Curtis with all in favour. Cllr. Waterfield signed the declaration of acceptance of office for Chairman.

2. To consider apologies for absence

Apologies were given as listed above and accepted.

3. Election of deputy chairman for the coming year & sign declaration of acceptance of office

Cllr. Harper nominated Cllr. Graham for Deputy Chairman for the forthcoming year. This proposal was seconded by Cllr. Curtis with all in favour. Cllr. Graham signed the declaration of acceptance of office for Deputy Chairman.

4. Declaration of Pecuniary Interests forms to be completed by Councillors and to consider any requests for dispensations

Forms had been previously circulated and were handed back to the Clerk. Any remaining forms to be returned at the 30 June Ordinary Meeting. No dispensations were required at this time.

5. To return Candidate Spending Return & Declaration for Parish Election

All councillors returned their forms.

6. To accept the Minutes of the last Ordinary Meeting held on Tuesday 28th April

The minutes of the last meeting were accepted and signed as a true record of the meeting.

7. To review the current standing orders, financial regulations & asset register

The standing orders were reviewed with the addition to Standing Order 3I regarding the filming & recording of meetings and were adopted accordingly. Financial Regulations were amended with the inclusion of on-line banking now being available and were adopted accordingly. The asset register had been reviewed thoroughly in 2014-15 and no amendments were necessary at this time.

8. To receive & consider Nominations for Working Parties/Groups

Finance Working Party – There are currently four members in this group - Cllrs Curtis, Graham, Waterfield and Wiles. Cllr. Harper proposed and Cllr. Fleet seconded for those councillors to continue in this group, all were in favour.

Cemetery Working Party – The members for the past year were Cllrs Curtis, Graham & Waterfield. Cllr. Harper proposed and Cllr. Fleet seconded for those councillors to continue in this group, all were in favour.

9. To receive & consider nominations for representatives on outside bodies

Emneth Central Hall Committee – Cllr. Harper was the representative for the past year. Cllr. Curtis proposed and Cllr. Graham seconded for Cllr. Harper to remain as the Central Hall Committee representative from the council. All were in favour.

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10. To agree any payments since the last meeting

All were in favour to pay the outstanding payments for the month and to commit to another 3 year long term agreement with Came & Co. for the parish council insurance taking the council to 2018.

Payments for authorisation - May 2015					
Payee	Goods/ Services	VAT	TOTAL	dd/chg	Supplier/Service
Kate Bennett*	869.08	0.00	869.08	d/d	Monthly wages
Kate Bennett expenses	51.19	5.55	56.74	102542	Mileage, stamps
Nicola Lane*	0.00	0.00	0.00	102543	44 hours
Jean Eady*	0.00	0.00	0.00	102544	19 hours
HMRC	24.80	0.00	24.80	102545	PAYE
Emneth Methodist Church	2,500.00	0.00	2,500.00	102546	Donation for refurbishment of kitchen & disabled access for toilets
All Type Fencing	1,900.00	380.00	2,280.00	102547	To supply new fencing at bowling green (fund to be transferred from Claude Coates fund)
Bowsers Solicitors (already paid)**	460.00	0.00	460.00	102541	**Land registry registration fees for 5 parcels of land**
B.T	43.95	8.79	52.74	102548	Internet services
E.on	137.79	27.56	165.35	102549	April charges
Westcotec	74.50	14.90	89.40	102550	May maintenance
Emneth Design	20.00	0.00	20.00	102551	Website update service
Came & Co.	1,100.88	0.00	1,100.88	102552	Parish council insurance renewal - LTA for 3 years to 31st May 2018
CGM	410.25	82.05	492.30	102553	Churchyard maintenance
Emma Bateman	55.00	0.00	55.00	102554	Internal audit
	£7,647.44	£518.85	£8,166.29		

*salaries shown together

11. Correspondence

Councillors were advised of some in-house training available from NALC at £250.00 for a 2 hour session. To be hopefully shared with Upwell & Nordelph Parish Councils. On going,

12. Planning

Planning application 15/00682F Demolition of garage & construction of 4 bed dwelling at 1 The Lovells, Emneth – On a proposal from Cllr. Graham, seconded by Cllr. Curtis with all in favour recommend refusal based on compromising the form & character of the estate and inappropriate infill compromising the current street scene.

Planning app 15/00662/F 4 dwellings at West of St. Clair, Scarfield Lane, Emneth – On a proposal from Cllr. Curtis, seconded by Cllr. Harper with all in favour recommend approval.

Planning app 15/00773/LDE Application for a Lawful Development Certificate for an existing residential caravan at Three Lakes Nurseries, Meadowgate Lane, Emneth – Paperwork returned to BCKLWN as insufficient information/location plans supplied to be able to pass comment.

Planning app 15/00769/LDP Application for Lawful Development Certificate for a proposed attached garage at 1 the Lovells, Emneth – On a proposal from Cllr. Harper, seconded by Cllr. Curtis with 7 in favour approval recommended. 2 abstentions.

13. To accept the End of Year Accounts

The end of year accounts had been previously circulated. These were proposed to be accepted by Cllr. Curtis & seconded by Cllr. Harper with all in favour.

14. To complete the Statement of Governance

The Statement of Governance was read out by the Clerk and duly completed & signed by the Chairman for submission to the external auditors.

15. Items for the next agenda

- Training from NALC
- Appoint representative from the Council for the Playing Field Committee

16. The next meeting will be Tuesday 30th June at 7.00pm

Meeting closed at 8.20pm

Chairman's Signature _____