

# PUDDINGTON PARISH COUNCIL

Minutes of the Annual Meeting held in the village hall on

Thursday 9<sup>th</sup> May 2018 after the Annual Parish Meeting

Present: R Price, K Keatley, S Folland, F Lowe (Clerk), 2 members of the public

- 1) **Election of Officers** All Councillors completed their declaration of acceptance and register of interest forms, Roger Price was proposed by Cllr Keatley as Chairman, seconded by Cllr Folland. Cllr Keatley was proposed by Cllr Price as Vice-Chairman, and seconded by Cllr Folland.
- 2) **Apologies** Cllr M Squires
- 3) **Finance**
  - a) The Annual Governance Statement was read out by the Clerk. All Councillors agreed approving and signing them.
  - b) The Accounting Statements have been completed by the Clerk and approved by the Internal Auditor. The Clerk answered questions and all Councillors agreed that the accounts could be signed.
  - c) It was agreed to buy a bottle of wine for the Internal Auditor as a thank you for his work at auditing the accounts.
- 4) **Council Documents** The Council Documents were readopted by all Councillors.
- 5) **Declarations of Interest** none beyond those previous declared
- 6) **Minutes** The minutes of the Parish Council Meeting of 5<sup>th</sup> March 2019 was agreed as a true and correct record.
- 7) **Correspondence**. Cllrs confirmed that they had received the correspondence listed in the Agenda from 27/02/2019 – 02/05/2019 inclusive and Cllr Keatley would be interested in volunteering as the Wildlife representative for the Parish in response to the email Natural Devon - Get Involved in 2019! Sent on 1st May 2019.
- 8) **Planning**  
**Application:** Reference 19/00510/HOUSE for the proposal of erection of single storey extension to north and south and re-roof in natural slate (Revised Scheme) at Homelea, Puddington, Tiverton. Following a brief discussion, the Clerk was instructed to respond with "Puddington Parish Council have no objections and feel that the amended plans are more aesthetically pleasing."
- 9) **Current Business**
  - a) **SLCC versus DALC.** The Clerk has been experiencing difficulties in contacting and receiving responses from DALC due to their lack of staff. An alternative is SLCC (The Society of Local Council Clerks). The Clerk would be the member, based on earnings as a Clerk, so the total cost would be £76 plus a £5 joining fee. The other PC that the Clerk works for is happy to pay £60, leaving £21 for Puddington to pay which is a reduction against the DALC membership. Cllr Keatley proposed the Clerk becoming a member of SLCC and Cllr Folland seconded the proposal.

Initials of chair .....

- b) **Playground.** The transfer of land is in the final stages, and the invoice has been received by the Clerk. There is an urgent need for more volunteers to join the Playground advisory committee. M Bailey is keen to participate but works full-time and is renovating his property so is short on time. The Clerk is forwarding relevant to the 2 remaining committee members; Mark Bailey and Joy Price but it is felt that there is a need for action to be made to move forward. It is possible that the £6k (approx.) available from MDDC will be withdrawn if we do not put in a solid application soon. We need to have 3 comparable quotes, but the PC do need to be able to fund the VAT element of any purchases (this can then be reclaimed). The village hall and the fete have promised money to the playground fund and £120 has been received from a recent coffee morning. The PC will also need to look at providing the relevant safety notices and take over the maintenance from 2020/21.
  - c) **Councillor vacancy.** Rupert Bailey decided not to put himself forward for another term so there are 2 vacancies. Peter Lanfear and Roger Keeble would like to be considered for the position (Peter was unavailable to attend). Cllr Folland proposed co-opting Roger Keeble onto the Council and Cllr Keatley seconded the proposal. Cllr Price welcomed Cllr Keeble who joined the Councillors and completed the relevant documentation.
  - d) **Clerks Annual Appraisal.** All Cllrs are happy with the knowledge and professionalism that the Clerk demonstrates.
  - e) **Date for 2019-20.** The proposed dates (1st Tuesday in each month) were adopted.
- 10) **Councillors Reports – Footpaths.** Cllr Keatley reported that the strimming has been done, extra signs installed and that Cllr Folland has repaired the gate. There was a discussion about the sign post on the Coombe path. **Cllr Keatley will make enquiries.**
- 11) **Finance**  
The Clerk will make arrangements to remove Rupert Bailey as an authorised signatory. All payments were approved and cheques signed by Cllrs Price and Keatley.
- a) Village Hall rental for 2018 – cheque no. 238 for £35
  - b) Clerk's pay and expenses (mileage for HMRC/PAYE course – cheque no. 237, £103.10
  - c) DALC payment for HMRC/PAYE course – cheque no. 236, £48 inc VAT
  - c) Hole & Puglsey Solicitors for land transfer services – cheque no. 239, £120 inc VAT. The PC would like to thank Una Rowcliffe and her stepsons for paying the majority of the bill.
- 12) **Confirm dates of next meetings**  
The next Planning meeting, if required, will be on Tuesday 4<sup>th</sup> June 2019 and Parish Council Meeting on Tuesday 2<sup>nd</sup> July 2019.

With no further business, the Chairman declared the meeting closed at 9.18pm

Chairman ..... Date .....