

PRESTON-UNDER-SCAR PARISH COUNCIL
Minutes of the Annual Parish Council Meeting held on Monday 16th May 2016

Present: Councillors': Cllr. Brooks, Cllr. Jowett (Chairman), Cllr. Hacket Pain, Cllr. Alderson, Cllr. Amsden
Clerk: Laura Blanchard. One member of the public.

1. To elect a Chairman and signing of the declaration of acceptance of office

Cllr. Jowett was nominated for Chairman by all of the councillors. Cllr. Jowett accepted the nomination and completed and signed the Declaration of Acceptance of Office.

2. To receive apologies for absence

None were received.

3. To confirm the minutes of the meeting of 19.04.16

The minutes were approved and signed by the Chairman.

4. To declare Councillors' interests in items on the agenda

No interests were declared.

5. Clerk's Report (updates, correspondence etc.) and matters arising since the last meeting:

Please see the clerk's report.

6. Finance

The current financial position as outlined in the agenda papers was noted:

Resolved: The following items were approved for payment and cheques were signed:

Monthly contribution to clerk for laptop software and telephone package	£5.50
Maintenance expenses for the village:	
X1 puncture repair kit for the ride on mower, fuel and sheep spray (payable to the clerk)	£29.19
Sheep spray (payable to Cllr. Hacket Pain)	£4.20
Aon UK Ltd (Annual Insurance Renewal, 1-year agreement)	£288.82
Other items of expenditure: Clerk's Salary.	

7. Review finances document

The clerk presented the quarterly review finance document, which accounted for January, February and March 2016. The clerk explained any differentiations between the budgeted and the actual figures and also explained how some budgeted expenditure from the last financial year has been moved across into the current financial year.

All councillors agreed with the content and explanations regarding the financial review document.

Councillors asked the clerk to request Dave Spenceley to provide quarterly invoices.

8. Grass cutting expenditure

Councillors were asked to consider a maximum amount which Cllr. Alderson can spend on essential repair or maintenance items for the village mower and strimmer, prior to a resolution being agreed.

Resolved: Councillors agreed to a maximum spend of £30.00 per month (during the grass cutting season only) to provide essential repair or maintenance items for the village mower and strimmer.

Councillors also resolved that the clerk is to instruct Dave Spenceley to only cut the Cemetery grass unless otherwise requested.

9. Insurance Renewal quotation for the Parish Council

Councillors discussed the individual insurance quotations which were organised by the clerk and the advantages between a 1-year and a 3-year agreement.

Resolved: Councillors agreed to accept the quotation from Maven Local Councils c/o Aon UK Ltd.

Councillors opted to enter the 1-year agreement with Aon UK Ltd, a cheque was written and signed for payment in full which equated to £288.82.

10. Chairman's Annual Report

The Chairman presented her review of Parish Council activities during the 2015-2016 period (attached).

Signed Date

11. Cemetery processes document

Resolved: Councillors agreed to defer the discussion about the cemetery processes document until the June 2016 meeting.

12. Yorkshire Local Council Authority (YLCA) – access to National Association Local Council (NALC) website

Resolved: Councillors agreed to the clerk passing on the log in details to councillors if requested.

13. Motion sensor camera

During the April 2016 meeting Cllr. Alderson informed the council that he had access to a motion sensor camera. The camera would be free of charge to the council, and could perhaps be used in the Stanney as a deterrent to the offending dog owners who are continuing to allow their dogs to foul in and around the Stanney.

Resolved: To place posters in the Stanney to inform the public that the Parish Council is considering the installation of a motion sensor camera.

14. Digital Transparency Code

Since the April meeting the clerk has liaised with Cllr. Brooks regarding the specification of several different laptop options. The laptop would be purchased using the Digital Transparency Code grant which the PC received on 31.03.16. Cllr. Brooks and the clerk agree that the Toshiba Satellite Laptop currently priced at £299.99 available from Argos would be the most preferred option.

Resolved: Councillors agreed to the purchase of a new Toshiba Satellite Laptop for PC use only. Councillors also requested the clerk to apply for a second Digital Transparency Code grant to cover the costs of adhering to the Transparency Code for 2016 – 2017.

15. Quarterly Stanney & Cemetery Report

Cllr. Hackett Pain, Cllr. Jowett and Cllr. Alderson helped to prepare the quarterly reports on the Stanney and the Cemetery, please refer to the separate document.

16. Village Telephone Box

Councillors discussed the current usage and possible alternative ideas for the future use of the telephone box.

Resolved: Councillors agreed that no action should be taken.

17. Planning

No planning applications have been received this month.

18. Discuss agenda items for the June 2016 meeting.

Councillors agreed that the Annual Village Meeting will take place from 6.30pm prior to the Parish Council meeting commencing from 7.30pm on Tuesday 21st June 2016.

Date and time of the next meeting: Approximately 7.30pm Tuesday 21st June 2016.

Signed **Date**