

CLAYWORTH PARISH COUNCIL

Minutes of the Annual Parish Council Meeting	
	<p>The Annual Meeting of Clayworth Parish Council was held in the Memorial Hall on Tuesday 14th May 2019 at 730pm. Present were: Councillors J. Hunter Shaw, M. Booth, J. Booth, C. Myers, P. Wilkinson and M. Lynam. Also in attendance: C. Hollands (Clerk)</p>
12	<p>Councillors Acceptance of Office All the Councillors completed the Acceptance of Office Forms in the presence of the Clerk.</p>
13	<p>Election of Chairman Councillor Hunter Shaw was proposed by M. Booth and seconded by J. Booth. All were agreed.</p>
14	<p>Councillor M. Booth was nominated by P. Wilkinson and seconded by C. Myers. All were agreed.</p>
15	<p>Public Session No representations</p>
16	<p>Apologies for absence None.</p>
17	<p>Declarations of interest None</p>
18	<p>Minutes It was agreed that the minutes of the meeting held on Tuesday 9th April 2019, having been circulated, be accepted as a true and correct record. The Council approved the minutes and the Chairman duly signed them.</p>
19	<p>Matters arising from the minutes None.</p>
20	<p>Finance</p> <ol style="list-style-type: none"> a. A report on the Bank balances was noted. b. The Clerk informed the Meeting that he has spoken with our Insurance Brokers, Came and Company, about the Parish Councils' Insurance renewal. Came and Company have produced 3 quotes from Insurers that provide cover in this field. The most competitive quote that appears to meet the Parish Councils' needs is provided by 'Inspire' who are underwritten by AXA. A discount is given if the Parish Council agrees to a 3 year term where the premium is guaranteed not to rise apart from a cost of living increase and any increase in IPT levied by the Government. After discussion it was agreed that the 3 year term be accepted and the Clerk will respond accordingly. c. The following payments were agreed. Cheque numbers in brackets. <ul style="list-style-type: none"> Came and Co – Parish Council insurance premium £337.71 (101323) S. Cartwright – Internal Audit Fee £25 (101324) The Cumbria Clock Company – Clock Service £186 (101325) Sharpe Group Limited – Monthly Website Charge x2 £60 (101326) North Notts Landscapes – Grass Cutting x3 cuts £205.20 (101327) NALC – Training Fee £35 (101328)

Signed(Chairman).....Date

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	<p>d. Grant Application from Ranskill Village Plan Group An Application for a Grant toward the cost of producing a Map in preparation of the Mayflower 400 celebrations was discussed. This application had previously been circulated to Councillors for their deliberations and it was agreed that a Grant of £100 be awarded. The Parish Council add a proviso that in the event that the take up by other Parishes is low, Clayworth is unable to increase the size of the Grant.</p> <p>e. Internal Audit Report. The Clerk informed the meeting that an internal audit has been carried out by Mrs S Cartwright and that the Councils' Accounts and working practices found to be in order. One recommendation was made that when payments are agreed both the invoice and cheque should be checked and signed by the signatories at the time of signing. This recommendation will be accepted.</p> <p>f. To approve the Annual Governance Statements The Clerk read the statements to the Meeting and all were agreed and approved.</p> <p>g. The Council agreed and approved the Annual Return Accounting Statements. All necessary documents were signed by Chairman and Clerk including the Certificate of Exemption.</p>
21	<p>Correspondence</p> <ol style="list-style-type: none"> 1. Documentation concerning The Best Kept Village Competition. 2. It was agreed that this and various items of general correspondence will be circulated to Councillors for their attention and information.
22	<p>Wheatley Road Improvements Update</p> <p>The Clerk informed the Meeting that Highways (VIA) have enquired if road signs warning of Wildlife might be appropriate in this location. The Clerk has advised that they are relevant. The Meeting agreed that this would be a positive step.</p>
23	<p>Police Report</p> <p>PCSO Airey advised the Meeting that there are no 'Crimes of Interest' for Clayworth during the month of April. During the year April to April there has been an overall increase in crimes reported of 12, up to 78 from 66. However this may be due to the residents being both encouraged and more willing to report incidents and crimes. Damage to Farmers Crops and Fields is one example of increased reporting. PCSO Airey thanked the Council for their support during the year.</p>
24	<p>Any Other Business</p> <p>None</p>
25	<p>Date and time of the next meeting</p> <p>It was agreed that the next Parish Council meeting would be held on Tuesday 11th June 2019 in the Memorial Hall at 8pm. The Chairman closed the meeting at 810pm.</p>

Signed(Chairman).....Date