

BOURTON PARISH COUNCIL

The next meeting of Bourton Parish Council will be held on
Tuesday 18 June 2019
at 1900 hrs in the Village Hall

AGENDA

- 1. Apologies for absence**
- 2. Declarations of Interest**
- 3. Minutes of meeting held on 13 May 2019 and Minutes of Annual Parish Assembly held on 28 May 2019**
- 4. Matters arising**
- 5. Questions from Members of the Public**
- 6. Finance**
 - a) To consider a pay rise for Fred Jefferies**
 - b) To approve payment to Fred Jefferies for work in May**
 - c) To approve Receipts & Payments Account year ending 31 March 2019**
 - d) To approve Annual Governance Statement 2018/19 (Section 1 of Annual Governance and Accountability Return)**
 - e) To approve Accounting Statements 2018/19 (Section 2)**
 - f) To note Annual Internal Audit Report 2018/19**
 - g) To approve payment to Arrow Accounting for internal audit of £193.20**
 - h) To note order confirmed for the build-outs on the Bishopstone Road**
 - i) To consider a grant to the Village Hall Committee for two replacement pads for the defibrillator**
- 7. Planning Issues**
- 8. To Approve Burial Charges for Bourton Parish Council Lawn Cemetery**
- 9. Correspondence**
- 10. Any Other Business**
- 11. Date of Next Meeting**

MEMBERS OF THE PUBLIC ARE VERY WELCOME TO ATTEND

Signed:

Dated:

MINUTES OF THE BOURTON PARISH COUNCIL MEETING HELD
TUESDAY 18 JUNE 2019 AT 1900 HRS IN VILLAGE HALL

PRESENT

Cllr Ledingham (Chairman)

Cllr D Swann

Cllr J Bean

Cllr W Moore

Mr D Austin

1. APOLOGIES FOR ABSENCE

No apologies had been received.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE MEETING HELD ON 13 MAY 2019 AND 28 MAY 2019

The Minutes of the Parish Council meeting held on 13 May were unanimously approved by all present and signed by the Chairman as were the Minutes of the Annual Parish Assembly held on 28 May 2019. The latter would be posted on the noticeboard.

Action: Clerk

4. MATTERS ARISING

4a) The Clerk had received an email from Mark Bostock letting us know that they have identified that the Dragon Patcher can be utilised to regulate and then surface the carriageway in Steppingstone Lane. This is slightly experimental for such an extensive patch and, if it is not successful, then they will look to do more traditional repairs in the future. JB reported that the work on the Lane had now been carried out and he would monitor how effective the repairs turn out to be. The Clerk would thank Mark Bostock and Yvonne Constance. As a result, the Clerk had updated Savills and put the request for funds on hold.

Action: Clerk

5. QUESTIONS FROM MEMBERS OF THE PUBLIC

A resident had reported that the drains all the way along Cleyfields were blocked. The Clerk would report on Fixmystreet.

Action:

Clerk

6. FINANCE

6a) It was unanimously agreed that Fred Jefferies should be awarded a pay rise from 1 May 2019 to £9.00 an hour.

6b) It was unanimously agreed to pay Fred Jefferies for work in May in addition to £6.00 petrol for the strimmer/mower and a cheque for £60.00 was signed.

6c) Councillors unanimously approved the Receipts & Payments Account for year ending 31 March 2019 and they were signed by NL.

6d) Councillors unanimously approved the Annual Governance Statement 2018/19 (Section 1 of Annual Governance and Accountability Return).

6e) Councillors unanimously approved the Accounting Statements 2018/19 (Section 2 of Annual Governance and Accountability Return).

6f) The Annual Internal Audit Report 2018/19 had been signed by the Internal Auditor and there were no issues arising from it. This was noted by Councillors. The relevant financial information relating to the Annual Governance and Accountability Return would be published on the website by 24 June as required and the audit would be advertised both on the website and on the noticeboard.

Action: Clerk/DS

6g) It was unanimously agreed to pay Arrow Accounting for conducting the internal audit and a cheque for £193.20 was signed.

6h) It was noted that the Clerk had completed a grant application to Pinewood School for the funding of the build-out on the Bishopstone Road of up to £13,000 and that this had been approved by the Governors. The Clerk had therefore given the go-ahead to Lee Turner to send the invoice for the upfront design cost of £1,000 and go ahead with the construction of the build-out.

6i) It was unanimously agreed to award a grant to the Village Hall Committee for two replacement pads for the defibrillator and a cheque for £83.98 was signed.

7. PLANNING ISSUES

7a) There were no planning issues.

8. TO APPROVE BURIAL CHARGES FOR BOURTON PARISH LAWN CEMETERY

The Clerk tabled a draft Burial Charges schedule which was agreed with minor amendments. This would be published on the website in due course and sent to the Churchwarden.

Action: Clerk/DS

9. CORRESPONDENCE

All of the correspondence circulated had been noted.

10. ANY OTHER BUSINESS

There was no other business.

11. DATE OF NEXT MEETING

The next meeting of the Parish Council will take place on Tuesday 16 July 2019 in the village hall at 1900 hrs.

Signed:

Date:

Cheques Issued:

Fred Jefferies £60.00 no 022018 (dated 18 June 2019)

Arrow Accounting £193.20 no 022019 (dated 18 June 2019)

Bourton Village Hall £83.98 no 022020 (dated 18 June 2019)