

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF GREAT LIVERMERE PARISH COUNCIL
held on 13th May 2014**

	<p>Members present: Councillor Hartley in the chair, Councillors Coates, Johnson, King, Waterson and Williams along with Mrs. Waples (Clerk) and two members of the public.</p> <p>1.0 <u>Election of Chairman:</u> It was proposed by Cllr. Coates, seconded by Cllr. Johnson and unanimously approved that Cllr. Hartley be re-elected to the position of Chairman for a further year. He duly completed and signed his Declaration of Acceptance of Office which would be retained by the Clerk in the Council's files.</p> <p>2.0 <u>Chairman's Welcome:</u> The Chairman welcomed all to the meeting. i. There were no apologies for absence applicable.</p> <p>3.0 <u>Declarations of Interest:</u> i. There were no declarations of Disclosable Pecuniary and non-Pecuniary Interests for the agenda under discussion. ii. There were no requests for dispensation for the agenda under discussion.</p> <p>4.0 <u>Minutes of the last meeting:</u> Minutes of the Parish Council Meeting of 11th March 2014 were approved and signed by the Chairman as a true and accurate record.</p> <p>5.0 <u>Clerk's Report:</u> i. Matters arising from the last meeting: <ul style="list-style-type: none"> • Car parking problem at Mere View - it was noted that a quote had been received by Havebury from their contractor and the next process was to select which projects they would like to progress with. The selection process is based on various criteria such as value for money, ration of tenants to cost, benefit to the area, ease of planning etc. The Clerk was asked to flag up further issues that were now being encountered and the possibility that new neighbours would have additional cars. • Church Sign - this was now installed on the grassed area by the War Memorial • Light along Church Road - this was confirmed as having been repaired ii. Finances stood at £16,809.04 as of May 13th 2014. iii. Income in the sum of £5,405.00 from St Edmundsbury as the Precept including Grants had been received and banked since the last meeting. iv. Payment of verified invoices was proposed by Cllr. Johnson and agreed by all: HMRC £72.80 cheque 362 Income Tax Act 2007; SALC £120.00 cheque 363 (LGA 1972 s143); CAS £30.00 cheque 364 (LGA 1972 s111); Aon Insurance £837.89 cheque 365 (LGA 1972 s111) and V Waples £169.62 cheque 366 (LGA 1972 s111 & 112). v. To receive the Internal Auditor's Report - it was confirmed that the Internal Auditor had completed his section of the Annual Report and had no matters arising that needed to be brought to the Council's attention. vi. Financial Regulations - it was agreed to suspend the review of the draft Financial Regulations as produced by NALC until the next full Parish Council Meeting. vii. To note the Clerk's contract to be reviewed - it was noted that this would be carried out by the Chairman and a report submitted at the meeting scheduled for September 2014. viii. To note the repeal of s150(5) of the Local Government Act 1972 - Council was made aware of the changes that this would bring but agreed that, until robust controls were in place for internet banking, it would continue with the 2 signatories on each cheque and the associated controls.</p> <p>6.0 <u>To receive and approve the Accounts for the Year Ended 2013/14 & to sign the Statement of Assurance</u> The Accounts for the Year 2013/2014 were presented to the Council for approval. Acceptance of the accounts was proposed by Cllr. Johnson, seconded by Cllr. Waterson and approved by</p>	<p>Clerk/ Havebury</p>
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	<p>all present and signed as such by the Chairman, Cllr. Hartley and the RFO, Mrs. Waples (appendix A refers). As the Clerk had received the Annual Return from the Auditors, BDO Stoy Hayward, which she had duly completed, Sections 1 (Annual Return) and 2 (Statement of Assurance) were approved by all present and signed as such by the Chairman and RFO. She confirmed that she had also met with Mr. D. Hurrell as the Council's Independent Auditor who had completed Section 4 of the Annual Return and as such the Return would now be submitted to the External Auditors by the Audit Date of 28th May 2014.</p> <p>It was noted that the final accounts for the year showed the following earmarked reserves: £5,000 for new bus shelter, noticeboard and access; £1,000 for maintenance of Village Assets.</p> <p>7.0 <u>Councillors' reports:</u></p> <ul style="list-style-type: none"> i. Cllr. Johnson made the Clerk aware that the drains throughout the village needed clearing after the recent weather and that the pavements and roads needed clearing and sweeping. ii. Cllrs. Coates and Johnson made the meeting aware that he had been approached by someone in the village who may be interested in looking after the garden by the phone box on a regular basis, free of charge. Council was in agreement with this and it was agreed that Cllr. Coates would speak further to the interested party. It was further agreed that the area should be kept as natural as possible and that a report should be provided by the person on jobs carried out. iii. Village Cleaning - it was noted that there appeared to be communication problems with the current contractor with regards to the maintenance work that was due to be carried out to the area between the phone-box to the end of the farmyard. It was agreed that given the problems, the Clerk would approach the person who currently cut the grass in the Churchyard as to whether he would be prepared to take on this area as well. iv. The Clerk was asked to liaise with County Cllr. Hopfensperger over the issue of flooding at Mere View as remedial works had not been completed to the Council's satisfaction. <p>8.0 <u>Planning Issues:</u></p> <ul style="list-style-type: none"> i. Council noted that there had been an application submitted in between the two meetings for the felling of 3 Field Maples and 1 Oak Tree @ 10 Bury Road. It was noted that the trees were covered in ivy and that the latter was dying and were impacting upon the flint wall that had been recently restored. Council was in agreement that it would not have had any objections to the work being carried out. ii. There were no further planning issues coming forth. <p>9.0 <u>Correspondence:</u> the following items were brought to the Council's attention:</p> <ul style="list-style-type: none"> i. SALC - LAIS1366 - Transparency Code (Larger Councils) - it was noted that Councils with a turnover not exceeding £200,000 were still waiting for the Government's decision on whether to apply a separate Transparency Code to them. ii. West Suffolk Strategic Plan for 2014-16 - Council's attention was brought to the new vision and priorities for West Suffolk for 2014-16. <p>There being no other business the Chairman declared the meeting closed at 8.50pm.</p> <p>Dates of future meeting: Parish Council Meeting on Tuesday 22nd July, 30th September and 25th November 2014 all commencing at 7.30pm in the Village Hall.</p>	<p>Clerk/SCC</p> <p>JC</p>
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