

MINUTES OF WRETTON PARISH COUNCIL MEETING
HELD AT ALL SAINTS CHURCH WRETTON
MONDAY 14TH MAY 2018

Present: Cllr David Llewellyn – Chairman,
Cllr Mick Peake, Cllr Mandy Peake, Cllr Martyn Cann, Cllr Ian Mack

Also present: Borough Councillor Colin Sampson

1. Election of Chairman

David Llewellyn was nominated and seconded as Chairman and with no further nominations duly accepted the role.

2. Chairman signed Declaration of Acceptance of Office

3. Apologies for Absence accepted from:

No apologies for absence received.

It was noted both Bill Whitmore and John Wyett have resigned from the Council. The Borough Council will be notified so the process to find replacement members of the Council can begin.

4. No declarations of Interest made

5. Election of Vice-Chairman

Mick Peake was nominated and seconded as Vice-Chairman and with no further nominations duly accepted the role.

6. Approval of Minutes:

The minutes of the meeting held on 05.03.18 were confirmed as a true record.

7. Matters Arising:

- Although pot holes in Fen Road have been filled there are still areas in need of repair and the footpath sign for Green Lane is still missing.
- Cllr. Mandy Peake offered to research and order 6 dog fouling signs to be placed on the footpath signs (estimated cost of £2.99 each).
- The bin at the play area has been secured so it is now stable as recommended on the play equipment inspection. The contractors who quoted to undertake the suggested other maintenance work will be asked to re-quote without pricing to install the bin or to undertake work to the surface below the swings.

8. Reports

8.1 Chairman's Report:

- The SAM 2 vehicle activated sign will be managed by the Chairman following the resignation of Bill Whitmore who was thanked for previously looking after the sign.
- Some discussion took place regarding the grounds maintenance contract and the dates the grass is being cut in the parish. The contractor will be asked to present dates with future invoices and the works in the Cemetery in particular will be monitored to ensure care is taken.

8.2 Clerk's Report:

- The Council will need to consider its obligations under the new General Data Protection Regulation (GDPR) and a Privacy Policy will be drafted for acceptance at the next meeting of the Parish Council. The Councils Risk Management Policy will also need to be adapted to reflect GDPR.

8.3 Risk Assessment Update

- Wretton Parish Council Risk Management Procedures were reviewed and accepted with amendment to be made to reflect GDPR.

9. Accounts were presented and accepted for payment.

Cheques for approval of payment

Clerk's salary (April /May + postage £7.58)	£125.02
K & M Lighting Services x2 (street light maintenance)	£35.04
BCKLWN (dog waste bin emptying)	£247.10
HMRC	£44.40
Maxey Grounds (annual fee for hire of play area)	£107.00
Came & Company Insurance	£559.69
Watton Town Council (photocopying)	£6.15
A Morgan (Internal Audit)	£75.25
Top Garden Services (grounds maintenance)	£226.28
E.on (street light electric)	£284.58

The grounds maintenance contractor will be asked to provide dates of grass cutting within the parish before invoices are paid. Councillors will continue to monitor the quality of the grass cutting within the Churchyard in particular.

Finance – @ 29th March 2018:

Community Account	£2190.38
Business Premium Account	£3453.86

10. 2017 Annual Governance Statement

Councillors were presented with a copy of the Annual Governance Statement which was considered and approved.

11. 2017 Accounting Statement

Councillors were provided with copies of the 2017 Accounting Statement and appropriate financial records including a bank reconciliation to 31.03.18. The Internal Auditors comments were also noted. The Accounting Statement was agreed and signed by the Chairman and RFO.

12. Planning Applications:

No planning applications received for consultation.

Discussion took place regarding how new development permitted outside the development boundary will substantially change the nature of the village.

11. Other Reports – for information only:

- Fly tipping along Green Road has been reported to the Borough Council.
- The bridle path along the river bank has not been cut. A letter will be sent to the land owner.

No public participation as no members of the public present.

Chairman's Signature..... Date.....

DRAFT