

Woodhurst Parish Council

Minutes of the Parish Council AGM Held on Monday 9th May 2011 at 7.30pm in the Village Hall

Present Cllr Alistair Marr - Chairman
Cllr Terry Huggins - Vice Chairman
Cllr John Nicoll
Cllr Andy Notman
Cllr Peter Collins
Cllr Bob Newell
Mrs Elizabeth Pendered – Clerk

1 Apologies for Absence – CC Steve Criswell and Cllr Simon West

2 Election of Chairman Councillor Alistair Marr was unanimously elected Chairman.

3 Election of Vice Chairman Councillor Terry Huggins unanimously elected as Vice Chairman.

4 Election of Councillors to Other Duties All Councillors voted to remain in current posts:

Cllr Terry Huggins	Tree Warden
Cllr Peter Collins	Footpaths and Parish Council rep Natural Woodhurst
Cllr Bob Newell	Countryside Watch
Cllr Simon West	Parish Council rep Village Hall
Cllr Andy Notman	Website/Newsletter co-ordinator

5 Councillors to sign their "Acceptance of Office Return" & "Financial Declaration"

Cllr Alistair Marr and Cllr Terry Huggins signed the Declaration of Acceptance of Office forms. All other Councillors signed a declaration that interests are unchanged.

6. Members declaration of Interest for items on the Agenda

None declared

7. Clerk's report

- PAYE – New legislation from 6th April 2011. The clerk confirmed that as her only source of income is under the national limit the PC are exempt from registration. Should the circumstances change in the future the PC will need to revisit.
- Toddler Group – so far only received interest from two mums. A further notice will put out in the next newsletter
- Street Lighting annual maintenance charge was reviewed. Different options were offered for consideration and the £20.05 option per lighting unit was adopted, as it appeared to offer the best value.

8. Minutes - The minutes of the meeting held on 14th March 2011 were signed by the Chairman as being a true and correct record.

9. Calendar of Meetings for Year 2011/2012

- JULY 18TH
- SEPT 19TH

Clerk – Mrs Elizabeth Pendered, Harradine House, Church Street, Woodhurst
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- NOV 21ST
- JAN 16TH
- MAR 12TH
- APRIL 9TH ANNUAL PARISH MEETING
(ELECTIONS – MAY 3RD)
- MAY 14TH AGM

10. Standing Orders/Financial regulations - a new set of Standing Orders, Financial Regulations and a Risk Assessment were all approved and adopted by the Council. These are publically available in hard copy and via the website. A list of costs for printed materials is also available on the website.

11. Policies - a list of policies for the Council was agreed and these will be adopted by the Council at the next meeting. These will also be available in hard copy and via the website as the above, again with a list of costs.

12. Public Footpaths – all in good order albeit a bit cracked and dry. Cllr Collins asked for Cllr Marr to look at the footpath markers adjacent to his land as they have become a bit hidden from sight

13. Countryside Watch – not much new to report apart from the usual thefts of scrap and fuel. There have been some caravans stolen off private driveways and some travellers have taken residence between Abbots Ripton and Woodwalton. The Church roof has suffered an estimated £1,000 of damage after an attempted theft of the lead.

14. Village Plan – nothing new to report. Cllr Notman will chase. As far as he is aware they will be having a stall to promote the plan at the Village fete.

15. Bollards on grass verges – it was agreed that this is beyond our control and a matter for the Highways Agency. Therefore a letter will be drafted and sent to Highways to refer the matter to them. Cllr Collins also noted that Mr Chris Cannon had approached him to ask if the bollards at West End near the bench could be raised as they have sunk. Cllr Collins advised Mr Cannon that they were not the responsibility of the Council.

16. Correspondence

- Luminus Headlines
- The Enterprise Partnership Outline Proposal
- NHS Keeping in Touch
- Community Action

17. Finance

- a) The Clerk reported that a new internal Auditor has been sought and stated it is Cllr C. Paull, Chairman of Tilbrook Parish Council and a retired accountant. He is her husband's Uncle and wanted the relationship declared. It was agreed there was no conflict of interest. The Council approved the Annual Return for year ended 31st March 2011.
- b) Cheques raised March – May 2011:
 - i. £40 Cheque no 100862 Village Hall two meetings (17th Jan and 14th March)
 - ii. £15 Cheque no 100863 Village Hall one parish plan meeting

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- iii. £26.42 Cheque no 100864 EDF Energy PhoneBox 18 Jan 2010 – 31 Dec 2010
- iv. £20.14 Cheque no 100865 EDF Energy PhoneBox 01 Jan 2011 – 31 Mar 2011
- c) Cheques raised at the meeting, all approved and signed:
 - v. £109.18 Cheque no 100866 CPALC membership renewal
 - vi. £42.02 Cheque no 100868 Mrs E. Pendered expenses

18. Items for next meeting – none raised.

The Chairman said that he would write a letter to DC Mike Newman to thank him for his service to the community over the last 50 years. He also said that he would write a letter of thanks to Mr Neil Farbon for arranging the commemorative bench in memory of Les Bass. It was commented that the Clerk should add the gate to Asset Register for Insurance purposes.

Meeting closed at 9pm.

(these minutes are unadopted by the Council)