

WADWORTH PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF WADWORTH PARISH COUNCIL HELD ON THURSDAY 9TH MAY 2019, AT WADWORTH VILLAGE HALL

Present:

D Wright (Chairman)

P Oliver
M Leaney
S Booth

L Slack
J Stevens

In attendance:

DMBC Cllrs Greenhalgh and Cannings
1 x public

3977 APPOINTMENT OF CHAIR AND SIGNING ACCEPTANCE OF OFFICE AS CHAIR

Cllr D Wright was proposed for the position of Chair of Wadworth Parish Council for 2019-20 by Cllr Leaney, seconded by Cllr Stevens. There were no other nominations.

Resolved: Cllr D Wright elected Chair of Wadworth Parish Council for 2019-20.

The Declaration of Acceptance of Officer was signed in front of, and witnessed by, the Clerk

3978 APPOINTMENT OF VICE-CHAIR

Resolved: Cllr P Oliver was elected unopposed to the position of Vice-Chair of Wadworth Parish Council, proposed and seconded by Cllrs Booth and Leaney.

3979 APOLOGIES FOR ABSENCE. Apologies were received and accepted from Cllr Fromont.

3980 TO CONSIDER THE EXTENT, IF ANY, TO WHICH THE PUBLIC AND PRESS ARE TO BE EXCLUDED FROM THE MEETING

Item 3989a – allotment update.

3981 DECLARATIONS OF INTEREST. Nil.

3982 MATTERS RAISED BY MEMBERS OF THE PUBLIC. Concern was raised over the felling of trees in Wadworth Wood during the nesting season, and the damage caused to nearby roads by HGVs supporting the tree felling operation. It was agreed to contact the wood owners and Forestry Commission to discuss the concerns raised.

3983 NOMINATIONS TO YORKSHIRE LOCAL COUNCILS ASSOCIATIONS

- a. Chairman of Branch
- b. Vice-Chairman of Branch
- c. Representative on the Joint Executive Committee

Resolved: That Cllr Wright be nominated for all three of the above positions, proposed and seconded by Cllrs Slack and Booth.

3984 APPOINTMENT OF REPRESENTATIVE TO THE PARISH COUNCIL JOINT CONSULTATIVE COMMITTEE

Resolved: Cllr D Wright appointed to represent the council on the PCJCC.

3985 APPOINTMENT OF SUBSTITUTE REPRESENTATIVE TO THE PARISH COUNCIL JOINT CONSULTATIVE COMMITTEE

Resolved: Cllr P Oliver appointed to be the substitute representative on the PCJCC.

3986 APPOINTMENT OF REPRESENTATIVE TO THE PUBLIC RIGHTS OF WAY FORUM

Resolved: Cllr M Leaney appointed to the council's representative on the public rights of way forum.

3987 APPOINTMENT OF REPRESENTATIVE TO WADWORTH VILLAGE HALL COMMITTEE

Resolved: Cllr M Leaney appointed to represent the council on the village hall committee.

3988 MINUTES OF THE MEETING HELD ON 11TH APRIL 2019 – the minutes were accepted as a true and accurate record and signed by the Chair.

3989 MATTERS ARISING FROM THE MINUTES

- a. **Allotment update (3969a/3974a). HELD IN PRIVATE SESSION (SEE ITEM 3994a BELOW)**
- b. **Play equipment update (3969b).** It was now felt that installing a small fence near to the new slide was not required following observations of users of the new equipment. There remained a couple of minor snagging items and this item was to be moved to the issues log until resolved.
- c. **To consider speed sign options (3969c).** Installation quote and location plan received from DMBC; due to highways being DMBC's sole responsibility there was no option to use any other company to install the signs and this quote was felt to be reasonable therefore it was agreed DMBC would install the signs. Confirmation of funding from potential contributors was now required.
- d. **To discuss the wall to the rear of the village hall (3969d).** It had now been confirmed the damaged wall was on a property belonging to St Leger Homes and therefore the matter was to be reported to them.
- e. **To discuss village green lighting (3972c).** DMBC Councillor Greenhalgh reported that DMBC are looking at options to improve lighting on the village green and will report back in due course.

3990 WARD MEMBER UPDATE. Nothing significant to report.

3991 PLANNING APPLICATIONS. Nil

3992 CORRESPONDENCE AND REPORTS

- a. **Log of outstanding issues.**
 - i. **Maypole re-paint.** Confirmation of the length of hire of a platform lift was still required.
 - ii. **Village signs re-paint.** One quote had been received for £860+VAT which was felt to be acceptable and was approved subjected to confirmation of

budgetary affordability.

- b. **Training for new councillors.** A new training list had been distributed to all councillors including courses appropriate for new members. Cllr Wright stated he wished to attend a course on charity finance for local councils if further research deemed it appropriate – approved.

3993 FINANCIAL MATTERS

a. Accounts for Payment

Resolved - the following accounts are approved and passed for payment:

PAYEE	Chq No	Reason	INV NO	NET	VAT	TOTAL
Clerk	BACS	Salary – Apr 19	-	226.53	-	226.53
		Expenses:	-			
		Mileage (46@45p)		20.70		20.70
		Monthly printer fee		2.91	0.58	3.49
		Work at Home allowance		20.00		20.00
		TOTAL EXPENSES		43.61	0.58	44.19
		TOTAL TO CLERK				256.02
HMRC	BACS	Clerk PAYE – Apr 19	-	56.60	-	56.60
National Allotment Society	BACS	Annual subscription	-	55.00	11.00	66.00
P Harrison	BACS	Internal audit fee		96.30	-	96.30

- b. **To approve a bank reconciliation to end April 19.** The bank reconciliation to end April 19 was approved.
- c. **To receive a report from the Internal Auditor.** The Internal Auditor reported that the accounts were well maintained and raised only a couple of very minor issues which had since been actioned and cleared. Members noted and accepted the report.
- d. **To approve the accounts for 2018/19.** The Clerk presented the accounts for 2018-19 which showed a year-on-year bank balance increase of approx. £23k, mainly due to the invoices for the new play equipment not being received before the year-end. Grants received for this project were added to previously allocated reserves to cover the cost. Members approved the accounts. Members were then asked to approve, on the basis of the accounts presented, the information be used as the basis for the completion of the Annual Governance and Accountability Return for 2018-19 (Section 1 - Annual Governance Statement (page 5), and Section 2 - Accounting Statements (page 6) and that both the Chair and Clerk be authorised to sign the return on behalf of the Council prior to submission.

Resolved: that Wadworth Parish Council approve Section 1 Annual Governance Statement 2018/19 for Wadworth Parish Council on page 5 of the Annual Governance and Accountability Return 2018/19.

Resolved: that Wadworth Parish Council approve Section 2 Accounting Statements 2018/19 for Wadworth Parish Council on page 6 of the Annual Governance and Accountability Return 2018/19.

The Annual Governance and Accountability Return 2018/19 was signed by the Chair and Clerk and would be published on the council's website along with all other required documents.

e. **To appoint an internal auditor for 2019/20.** Pam Harrison was nominated to continue in the role of internal auditor. **Resolved – the Clerk was to approach Pam Harrison to appoint as internal auditor for 2019/20.**

3994 TO EXCLUDE THE PRESS AND PUBLIC FROM THE FOLLOWING ITEM OF BUSINESS

a. **3989a - Allotments update:** A site visit had been completed and the site should be vacated by 29th May 2019.

3995 ITEMS FOR NEXT AGENDA. Nil

3996 DATE OF NEXT MEETING

The next meeting of the Parish Council would be held on Thursday **13th June 2019** commencing at **7pm**.

Approved as a true record

Chair:

Dated: