

**GESTINGTHORPE PARISH COUNCIL
NOTICE OF MEETING**

Dear Councillor

You are summoned to attend the Annual Parish Council Meeting on Thursday 3rd May 2018, 7.30pm at Gestingthorpe Village Hall.

Frances Wells
Parish Clerk
26th April 2018

FOWells

A G E N D A

1. Appointment of Chairman
2. Appointment of Vice-Chairman
3. Apologies for absence
To receive and resolve to accept any apologies
4. To consider the Parish Council vacancy
5. To co-opt to fill vacancy
6. Declarations of Interest on agenda items below
7. Public speaking time – *subject to a limit of 20 minutes.*
8. Appointment of Representatives & Responsible Members 2018/19

Playing Field	Village Hall	Rents Fields Charity
Transport	Footpaths	Emergency Contacts
Neighbourhood Watch	Highways	Finance Cllr
Planning Committee	Tree Warden	Internal Auditor

9. To approve the minutes of the January meeting.
10. Clerks Report, Appendix A
11. Reports from representatives including District & County Councillors
12. Highways maintenance
*Update on the Local Highways Panel request
Any maintenance issues to report*
13. Playing Field
*Update on the cricket pavilion work & confirm contractor for plumbing work
Update on progress of cross trainer from S106 monies
To appoint a contractor for mowing/strimming work*
14. Planning, Appendix B
To consider any new planning applications
15. Matters arising from the Annual Village Meeting
16. Street Cleaning contract 2018/19
*To agree terms and sign contract
To consider litter picking voluntary work*
17. PC Insurance 2018/19
To agree schedule and insurance company for 2018/19
18. General Data Protection Regulations
Update on GDPR requirements
19. Finance
*To approve Receipts & Payments – Appendix C
To confirm cheque signatories*

20. Approval of Annual Accounts Y/E 2017/18

To resolve to declare Gestingthorpe Parish Council are an exempt authority within the definition contained in the Local Audit Small Authorities Regulations 2015.

To received and note the Internal audit report

To adopt the annual receipts & payments sheet, supporting statement & fixed asset list.

To consider the findings of the review of the effectiveness of the system of internal control (as discussed at the November meeting)

To approve the Annual Governance Statement (Section 1 of the Annual Return)

To consider the Accounting Statements (Section 2 of the Annual Return)

To approve the Accounting Statements

21. Correspondence and matters for report

Reminder for Register of Interests update

New Model Standing Orders 2018

Donation request for Neighbourhood Watch

Query on Oates Cottages shared ownership

New payscales 2018-2019

22. Next agenda items

23. Date of next meeting

CLERKS REPORT FOR MEETING 3rd MAY 2018 **APPENDIX A**

Meeting/Minute No.	Subject	Follow up action	Outcome
January/Minute 4	Pavilion repairs	Clerk to confirm contract with Scillitoe's	Work has been completed.
January/Minute 6	Councillor vacancies	Adverts for parish magazine and Facebook	Advert has been placed in magazine. SB to confirm Facebook?
January/Minute 7	Councillor co-option	Forms to be sent to D Smith	Declaration of Acceptance of Office, email consent form and Register of Interests have been completed and BDC notified.
January/Minute 12	Moat Farm corner petition	Petition to be sent to DCllr Finch for his help.	Cllr Finch advised a request to the Local Highways Panel - LHP form has been sent off requesting improvements to signage. Acknowledgement received.
January/Minute 14	Swing seats purchase	Seats to be ordered	Seats have been delivered and fitted.
January/Minute 15	S106 expenditure	Quotes to be sent to S Burder for approval	S Burder has requested a photo and location of where cross trainer will go.
January/Minute 18	Contractor for playing field	Advert and letter to be organised	Advert has gone in parish magazine; letter sent to resident – 2 quotes to be considered.
January/Minute 20	Bank signatory form	Form to be sent off to take off Damian and Richard	Posted to Lloyds plc. Acknowledgement received.
January/Minute 21	Precept 2018/19	Form to be sent off	Posted to BDC; confirmation received.
January/Minute 25	Meeting dates	Hall to be booked for AVM & PC AGM	Confirmation of booking received.

GESTINGTHORPE PARISH COUNCIL**APPENDIX B****03.05.2018****PLANNING APPLICATIONS RECEIVED SINCE LAST MEETING**

Location	PC Comment	BDC Decision
18/00499/FUL & 18/00500/LBC Parkgate Farm Delvyn's Lane, Gestingthorpe Conversion of existing first floor of stable/garage/store outbuilding to dwelling annexe, two storey extension and insertion of two conservation rooflights in rear roof elevation.	No objection - comments on design and insulation	PENDING
18/00604/DAC Honeywood Yard Little Maplestead Road Gestingthorpe Application for approval of details reserved by condition no. 3 of approved application 17/02021/FUL.		PERMITTED
18/00699/FUL & 18/00700/LBC Ardsley, Audley End, Gestingthorpe Erection of single storey rear extension		

17/02241/DAC - Odewells Farm Odewells Lane Gestingthorpe PERMITTED

GESTINGTHORPE PARISH COUNCIL *Appendix C*

03.05.18

RECEIPTS & PAYMENTS

Receipts since last meeting		Total to date	Budget forecast
Lloyds Interest payments	January 16p February 17p March 15p	2017/18 £1.98	£5 p.a.
AON/Malvern	Insurance claim for pavilion work	£760	-
BDC	½ year Precept	2018/19 £3200	£6400 annual
BDC	Localism Fund	£383	£383
BDC	BDC surplus payment	£92	£92
Payments made since those approved at last meeting		Total to date	Budget forecast
Outdoor Play Solutions/Fenland Leisure	Swing seats	2017/18 £260 + VAT	£500 contingency fund for repairs
F Wells	Clerks expenses January-March £39.44	£175.23	£250
EALC	Planning briefing £45	£135	£150
Smith & Scillitoe	Pavilion repair work	£1062	Insurance claim
Wave	Playing field meter £16.57	£95.65	£115
Payments to be made - <u>2018/19</u>		Total to date	Budget forecast
	Annual insurance premium To be confirmed at May meeting		£700
Cricket Club	Painting materials for pavilion To be confirmed at May meeting		
	Mowing/strimming work To be confirmed at May meeting		
EALC	Annual subscription 2018/19	£127.66	£130

Between now and the July meeting I am expecting invoices in from the following:
 Playsafety Ltd for RoSPA inspection, K Hutchinson – verge cutting, strimming/mowing
 playingfield & BDC - grass cutting on main area of playing field

Balance on Deposit A/C	£3979.99
Balance on Treasurer's A/C	<u>£4530.04</u>
	£8510.03
Less unpaid chqs	<u>£1051.20</u>
Closing balance	£7458.83