

Letheringham Parish Council

Minutes of the Parish Council Meeting held Following the APM on Monday 22nd May 2017 at Easton & Letheringham Village Hall*

In Attendance

Terry Carlin (TC) (Chairman & Financial Officer)
Jean Barker (JB)
Maurice Finch (MF)
Matthew Bickerton (MB)
Richard Gooding (RG)

David Allan (DA) (Clerk)

Public Attendance

Mike Lloyds (ML)

Meeting opened at 8.55pm following completion of the Annual Parish Meeting

Public Forum:

ML raised an issue regarding the completion of works on verges and pot-holes. ML had been advised that minor roads were completed last, but commented that these actually became dangerously overgrown more quickly. ML referred to significant pot-holes in Sandy Lan. TC agreed to assist ML in reporting these using the on-line tool with exact locations and photographs.

The Public Forum Closed and the Meeting opened at 9.05pm

2017.23 Apologies

Apologies received from Robin Vickery as per APM. CP had attended the APM but left at the conclusion of that Meeting, along with AM.

2017.24 Declaration of Interests

None.

2017.25 Approval of Minutes of Meeting on 27th March 2017

Approved unanimously and signed by TC

RG raised an issue that future Agenda's should contain a section entitled 'Minutes and Matters Arising' so that any issues from the previous Meeting could be properly raised. It was agreed that future Agenda's would be drafted to accommodate this.

2017.26 Planning & Licensing Applications and Issues

None. As indicated in the APM, TC understand that the previous re-application for Old park farm has been withdrawn.

2017.27 Matters of Report

(i) Correspondence

A SALC subscription invoice had been received. As this had not been included in the latest accounts and would therefore be addressed at the next Meeting.

(ii) Police

No specific information received from the Police, and the latest SNT Newsletter in April did not contain anything of relevance

However, the online crime map indicated one offence of Burglary in Cooks Hill – which may refer to the incident reported by Paul Clarke – as well as two separate incidents involving Criminal Damage and a Violent or Sexual Offence. The map indicated that these took place on The Street within Letheringham but, as no one had any knowledge about this, concerns were raised that the online map was inaccurate and that these incidents may in fact have taken place outside Letheringham.

Since mis-reporting the location of offences could have implications on insurance and house prices etc it was agreed that DA would contact the PCC Tim Passmore and the SNY Sergeant, Mark Beresford, to raise concerns and to seek clarification.

2017.28 Financial Report

2017.28.1 Monthly Report

Payments of £600 for the Precept and £500.02 for a VAT rebate had been received, bringing balances of the Community and Business Accounts to £3,951.88 and £267.10 respectively, making a total across both accounts of £4,218.98.

It was noted that the total under the 'Bank Statement' column of the Business Account section incorrectly stated £267.01 – this should read £267.10 as set out elsewhere.

2017.28.2 Invoices for Payment

No cheques were presented.

An invoice for the SALC Subscription had been received in the sum of £34.22, which would be addressed at the next meeting

2017.28.3 Audit

TC presented documents relating to the Audit but it was resolved unanimously for consideration and signing off of these to be postponed to an additional Meeting in June, as the Auditor, David Holborrow, was away until then

2017.29 Phone Box & Defibrillator

TC commented that this had A decision was still required regarding the proposed VETs scheme and would await an update from Paula Latimer in due course. It was agreed that the painting and other issues regarding the phone-box would be addressed at a later meeting.

2017.30 Village Hall

The issue regarding funding had been discussed at the previous meeting and in the APM, when it was confirmed that Easton PC had agreed to make a contribution of £400 per annum, and it was proposed that Letheringham PC could consider a pro-rata equivalent of £50 per annum.

It was resolved unanimously that LPC should make a contribution in principle, albeit on the basis that this was for one year and should be reviewed again in a year's time.

With regard to the level of funding, it was resolved unanimously that a payment of £50 should be offered, again on the provision that this would be for one year and would be reviewed again in 12-months.

DA to contact Ian Palfreyman regarding this resolution and offer.

2017.31 BBQ

After discussions it was agreed that this would be held on Sunday the 2nd July 2017 at Letheringham Lodge with a start time of 1pm as usual.

DA to circulate details and clarify any offers regarding food etc.

The meeting closed at 9.45pm

Signed  Date 12/06/2017

Next Meeting: Scheduled for the 24th July 2017 at 7.45 pm in the Village Hall

- However, it is anticipated that a further Meeting will be required to sign off Audit documents, possibly on Monday 5th June 2017.

Appendices follow:

- A Financial Report as at 22nd May 2017
- B Parish Accounts as at 22nd May 2017

Letheringham Parish Council**Financial Report as 22nd May 2017****Cheques presented for payment at this meeting**

	date	chq #	Total
Income received			
Precept	24/04/2017		£600.00
HMRC vat rebate	21/04/2017		500.02

Current position before cheques are paid

Community Account	£2,851.86
Business Premium Account	£267.10
TOTAL	£3,118.96

Current position after cheques are paid

Community Account	£3951.88
Business Premium Account	£267.10
TOTAL	£4218.98

Expenditure approved Minute 2017.28.1 refers
Date 22/05/2017

ANNEX B

Letheringham Parish Accounts statement of account as at May 2017

COMMUNITY ACCOUNT #50571423				(2017-2018)					
	date	Cheque no	debit	credit	total	vat	account statement	statement date	
C/F from 2016-2017					£2,851.86				
SCDC precept	26/04/2017			£600.00	£3,451.86				
HMRC VAT rebate	21/04/2017			£500.02	£3,951.88		£3,951.88	27/04/2017	
SALC membership fees									
Insurance (came & co)									
SCDC precept									
churtyard fund									
BDO audit invoice									
village hall hire									

note community account retains £1100 received from SCDC community grant as contribution to VAS road signs

BUSINESS SAVER ACCOUNT #50571431						
transaction	date	Payments	Receipts/ interest payments	Balance	Bank statement	statement date
c/f	01/04/2017			£267.10	£267.01	13/12/2016

Total account balances				
date	Community Account	business premium account		Total funds available
21/05/2017	£3,951.88	£267.10		£4,218.98

LPC ASSET REGISTER		
Capital asset	Value (£)	Comment
Village sign	£1,469.00	Sign insured for public liability and replacement cost £4000
Phone box	£1.00	Replacement value £1000
Salt Box	£67.00	Replacement value £100
Millennium seat	£485.00	Replacement value £500
defibrillator	£2,130.00	replacement value £2130
village notice board	£500.00	replacement value £500
Total	£4,652.00	total replacement £8230