

## **A meeting of Croydon Parish Council was held on Wednesday 16 May 2018 in the Reading Room at 7.30pm.**

**Apologies:** Mr Brown - unavailable, Mr Sole - work commitments, Mr Wheeler - sent in a letter of resignation, which was presented to Council by the Clerk. Councillors were surprised to receive this news.

**Present:** Mr Wenman, Mrs Slator, Ms Newland, Mr Barnes, Cllr Williams, the Clerk and no members of public.

**The new elected District Councillor**, Mrs Heather Williams, attended the meeting. She was welcomed to the meeting and Councillors and Clerk introduced themselves to her. She thanked everyone who voted for her for their support. She is impressed with the training available from SCDC for new Councillors, and there is quite a lot of them. This will continue for one year. As yet there are no portfolio holders so Cllr Williams does not know what she will have responsibility for. She has 11 villages to represent in 8 parishes,

She has a stock of food caddies, which are supplied free by SCDC and will also have a stock of biodegradable liners for them at a cost of £3-00 per 20 bags. She has visited a landfill site and wants to encourage everyone to recycle and reuse wherever possible. She is hopeful that the Local Plan might soon be signed off and also that the change of leadership will not derail the process. Some outlying parts of Arrington did not receive the last SCDC magazine and Cllr Williams will investigate this. She will be producing a monthly newsletter for the area she covers, which will be added to the minutes, as has been done in the past.

Mrs Slator thanked Cllr Williams for coming, and she decided that she would like to stay for the rest of the meeting.

**Minutes:** of the March meeting were agreed and signed.

**Declarations of Interest:** None received

### **Election of Officers:**

**Chairman:** Mrs Slator was proposed as Chairman by Mr Barnes and seconded by Mr Wenman. Mrs Slator indicated that she was willing to stand, and as there were no other proposals, Mrs Slator was unanimously voted to that office.

**Vice Chairman:** Mr Barnes was proposed as Vice Chairman by Mr Wenmen and seconded by Ms Newland. He indicated that he was willing to stand, and as there were no other proposals, Mr Barnes was unanimously voted to that office. Declarations of Acceptance of Office were signed by all Councillors. Mr Wheeler was a signatory on both the Bank and Deposit accounts, so the Clerk will make arrangements to change this so that the new Vice Chairman, Mr Barnes, can sign on behalf of the Council.

**Members' Interests Forms:** There is a new Declaration of Members' Interests form, which was previously circulated to Councillors. Some were returned and there are some others to come back. Once the Clerk has all the forms they will be copied and the originals sent to SCDC, a copy handed back to the Councillor and the Clerk will file the second copy.

### **Matters Arising and Village Issues:**

**Implementation Group:** We are sorry that neither of us is able to attend tonight's Parish Council meeting and we are grateful to Marian for reading this brief report on our behalf.

The recent focus has been on the Village Clear-Up day which took place on Saturday. Turnout was a bit down on previous occasions and several regulars were away or had other plans - for future Springtime clean-ups we need to avoid clashing with the Barkway Street Market which caused some of the loss. Nevertheless, around ten people turned out and the event was successful in that litter was cleared right through the village High Street, also from Larkins Rd, and with Lower Road having been

cleaned at other times. It was encouraging that less litter was collected than on previous occasions, perhaps about ten bags in total. In addition to litter picking the Clopton Close grass was cut, there was further cutting back of path edges where soil and grass had encroached and some overhanging branches were cut back. Thanks goes to all those who took part, also to SCDC for providing the equipment and collecting the rubbish and especially to Elaine who once again was our lead contact with the District Council.

In a similar vein, Croydon has now been added to SCDC's list of parishes wishing to be included in the pilot project to provide motorised equipment for cleaning paths and kerbsides. Attending for training is a requirement and it seems possible that there may be a fight for places, especially to drive the vehicle with the flashing light on top of the cab!

Thank you.

Malcolm and Jonny

**Lower Road:** The white lines have not been replaced yet - it is hoped that all the white lines will be repainted - the situation will be monitored.

**Insurance:** Council's previous insurer AON no longer offers insurance to Parish Council, so a new insurer has to be found. Clerk obtained quotations from Came and Company through AXA, Zurich and BHIB through Aviva. . After discussion, Council resolved to take up the quotation from BHIB, which seemed to be the best value all round.

### **Correspondence**

**CAPALC:** An invitation to renew the membership which Council has not had for the last two or three years was received. CAPALC is asking for £139-20 for annual membership. Council is good enough to pay for the Clerk's subscription to the Society of Local Council Clerks, which Clerk feels is much more helpful than she has ever found that CAPALC was,

**Minerals and Waste Plan:** Only received when the Clerk arrived home from work, and was circulated to Councillors straightaway. This can be discussed at the June meeting, if necessary.

**Community Benefit Fund:** Councillors were asked to review this and it was agreed that the following would be amended:-

### **Under Eligibility**

Amend "You must have a bank account in the organisation's name which requires two signatories for all withdrawals"

to "You must have a bank account in the organisation's name which requires two signatories for all withdrawals, or if there is no bank account, payments will be made and controlled by the Parish Council."

All in favour of this amendment - Clerk to amend the master copy.

### **Finance:**

**Audit Regulations** - discuss effectiveness of the system of internal control and consider the findings. The current information provided and the production of the bank statements as they are received at the meetings was considered an adequate control - Clerk does not handle cash and has no power to sign on either of the accounts.

Due to a change in the regulations this year, Croydon should be able to certify itself as Exempt, because neither Council's receipts nor payments exceed £25,000. The external auditor did state last year that Croydon's reserves were too high, and the Clerk explained that this is due to the Solar Farm funds. He said this would be raised as "Other Matters" on the Audit Report, but it was not. Council therefore felt that it meets the Exempt requirements and the Certificate of Exemption was signed by both Chairman and Clerk. This has to be published on the website along with the usual financial information.

Council went on to deliberate the following:-

- i) approve the Annual Governance Statement by resolution
- ii) approve the accounting statements by resolution

There was some confusion over the different sections of AGAR, but this has been sorted out.

**Bank statement:** The balance at 27 April 2018 was £7947 - 49.

**Precept:** The first instalment of the precept (£1680-00) was received from SCDC and is included in the bank balance shown above.

**Cheques:** The following invoices were presented for payment. The grass cutting for the Reading Room and the Churchyard Maintenance are both grants from Council and therefore do not have invoices.

Reading Room - Parish Council hire	£131 - 00
Reading Room - grass cutting	£150 - 00
LSK Toilet Hire for the fete	£216 - 00
Churchyard maintenance	£400 - 00
Clerk - annual salary + out of pocket	£1185 - 17
BHIB Insurance	£351 - 63

Clerk will forward cheques to the appropriate recipients.

**Gratitude:** The Chairman asked that Council's thanks to Mr Wheeler should be minuted for the work he has done during his time as a Councillor and Chairman. His experience will be a great loss to Council. Clerk was asked to formally write to Mr Wheeler and thank him. All in favour.

**Items for next agenda:** None put forward

**Date of next meeting:** Wednesday 20 June 2018 in the Reading Room, starting at 7.30pm.

As there was no further business, the meeting closed at 8.55pm.

Signed .....

Date .....