

CHITTERNE PARISH COUNCIL

Minutes of an Extraordinary Meeting of Chitterne Parish Council held on Monday 22nd May 2017 at 7:00pm in the Village Hall

Present: Councillors - B. Ricketts, M. Kent, R. Wilkinson, P. Pike, P. Emmerson, C. Horsfall. V. Neal (Clerk), E. Webb

800/76 Apologies - none

800/77 Declarations of Interest - none

800/78 Risk Management – identify any changes required to schedule adopted 08/05/17 – no changes identified

800/79 Co-option of Emma Webb to parish council (BR)

Proposed: P. Pike Seconded: B. Ricketts All voted in favour

800/80 Annual Governance statement for 2016/2017 – Considered, completed, signed and dated

800/81 Accounting Statements 2016/2017 – Considered, approved signed and dated

800/82 Set Period for the Exercise of Public Rights – commencing 5th June and ending 14th July

800/83 Internal Audit Report – report from Auditing Solutions Ltd considered.

Recommendations:

- Ear mark reserves for specific projects – see item
- Review level of allotment fees on an annual basis

ACTION: R. Wilkinson

800/84 Earmarking of Reserves for Specific Projects – suggested projects

- Replace see saw on sportsfield
- Balance of SSE grant
- Work to parish council owned trees.
Ownership of trees in the village to be investigated

ACTION: C. Horsfall

ACTION: E. Webb

Other projects discussed

The Cricket Club plan to build a cover to house the tractor on the sportsfield and will liaise with the Village Hall Committee about housing the tractor behind the village hall during the winter.

800/85 Clerk Contract of Employment - the Clerk is required to have a contract of employment.

Number of hours per week increased from 3.5 to 4.5 with immediate effect

Proposed: B. Ricketts Seconded: C. Horsfall All in favour

800/86 Councilor Responsibilities

B. Ricketts – Chairman, fundraising

M. Kent – Vice-Chairman, Flood warden

R. Wilkinson – allotments, PR

E. Webb – Playground risk assessment, legal issues

P. Pike – Village Hall, Emergency action volunteer, footpaths

P. Emmerson – Parish Steward liaison

C. Horsfall – Cricket Club, trees/grasscutting

D. Albertson – Farm/SPTA liaison

800/87 Payments

100551	A. V Neal	BrightPay payroll PAYE training webinar	£ 24.00
100552	A. V Neal	Donation refund - ML	£ 30.00
100553	Auditing Solutions Ltd	– internal audit	£ 190.00
100554	Auditing Solutions Ltd	– internal audit VAT	£ 38.00

800/87 Any Other Business

Old Chalk Quarry – past planning application to be looked out, with a view to reclaim the land for village use.

ACTION: V. NEAL

Public Engagement – look into ways of engaging the village in the work of the Parish Council. Report back at July Meeting

ACTION: R. Wilkinson

Footpaths – State of footpaths discussed – item for July Meeting

ACTION: P.Pike

Meeting concluded at 20:20