

NOWTON PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held 23rd May 2018
At 7.30 p.m. in Nowton Village Hall, Nowton

Present: Councillor - Mrs Carol Perry (Chairman)
Councillor - Mrs Renee Forrow
Councillor - Mr David Flatt
Councillor - Mr Jon Green
Councillor - Mr Mike May
Parish Clerk - Mrs Pauline Stoddart

Prior to the commencement of the meeting: 10 minutes Public Forum – no parishioners present. Councillor Karen Soons joined the meeting during item 7.

1. **Election of Parish Council Chairman** – the Council was unanimously in favour of Councillor Perry being re-elected as Chairman, to which she accepted.
2. **Declaration of Acceptance of Office as Chairman** – Councillor Perry signed the Acceptance of Office as Chairman form, which was duly countersigned by the Clerk/RFO.
3. **Apologies for Absence** – none.
4. **Declarations of Acceptance of Office as Councillor** – All Councillors signed the Declarations of Acceptance of Office as Councillor forms, which were duly countersigned by the Clerk/RFO.
5. **Declarations of Interest** – none.
6. **Minutes of the Meeting of 11th April 2018** – the minutes were agreed as a true and accurate record; proposed by Councillor May, seconded by Councillor Forrow.
7. **Matters arising from the Minutes 11th April** –
 - 7.1 Potholes - the Chairman reported that additional funds had been allocated and improved materials would be used; a list of work to be carried out had been received; unfortunately none was scheduled in Nowton.
 - 7.2 Grassed area around the village sign – Councillor Flatt confirmed that he would be cutting the grass again very soon. The Chairman advised that she had contacted Highways several times trying to arrange a site meeting, as yet to no avail.
 - 7.3 Emergency Plan/GDPR – Councillors went through the open letter to all residents of Nowton Parish and made amendments to this, together with the Information Guide, the Emergency Plan and the forms in relation to the Emergency Plan. The GDPR consent form, plus the Parish Council's privacy notice would be sent to all households in relation to information gathered for the Emergency Plan at the beginning of June.

8. Finance – copies of the relevant year-end accounts, including detailed I&E had been previously circulated. Account balances: Deposit £3,687.06; Current £2,829.83 = Total £6,516.89. The balance included the 2018/2019 Precept of £2,684 received at the end of April 2018.

- 8.1 Two cheques were approved and signed:

100318	HMRC	£60.00
100319	Clerk (Apr, May, June)	£240.00

- 8.2 To receive and note the Internal Auditor’s Report for the year-ended 31st March 2018; proposed by Councillor Forrow, seconded by Councillor Flatt.

- 8.3 To approve the Annual Governance Statement – proposed by Councillor May, seconded by Councillor Forrow; duly signed by the Clerk and Chairman.

- 8.4 To approve the Accounting Statements 2017/2018 – proposed by Councillor May, seconded by Councillor Forrow; duly signed by the Clerk and Chairman.

- 8.5 The Certificate of Exemption was approved and duly signed by the Clerk and Chairman.

9. Planning – no planning applications received.

10. Road Safety and Crime –

- 10.1 Councillor May was concerned, from a safety aspect, by the damage caused to vehicle tyres from potholes; he advised that the inside of the tyres were most often damaged and, therefore, might not be easily noticed.

- 10.2 Fly tipping – Councillor May would report some recent fly tipping; Councillors agreed that SEBC was very good at responding quickly to remove the rubbish, once it had been reported. County Councillor Soons was asked if there had been an increase in fly tipping of garden waste, with the introduction of the brown bin charge; Councillor Soons advised there had not, but there had been an increase in rubble/building materials and also in the burning of rubbish.

- 10.3 Councillor Green raised the problem for some residents from the noise of bird scarers; the Clerk advised that a record needed to be kept of times and volume of noise which could then be given to SEBC who would investigate.

11. Next Meeting – Wednesday 11th July, 7.30 p.m.

Future 2018 meetings: 24 October; 5 December - *All meetings are subject to change.*

There being no further business, the meeting closed at 8.15 p.m.

Signed Date