

# Abinger Parish Council

Abinger Common, Abinger Hammer, Forest Green, Oakwood Hill & Walliswood

## Draft Minutes of APC Council Meeting held on 26<sup>th</sup> June 2019 at 8:01pm

<b>Venue</b>	Walliswood Village Hall																																											
<b>Councillors</b>	Paul Cleaver (PC) Carla Jones (CJ) Deadre Cunningham (DC) Henry Barnard (HB) Maria Belcher (MB) Ed Bigland (EB) Johan Inglis le Nobel (JIN)																																											
<b>Clerk</b>	Beccy Anderson (BA) with Paul Richards – locum Clerk (PR)																																											
<b>Attending</b>	1 member of the public																																											
<b>Item</b>																																												
1	<b>Attendance and Apologies for Absence</b> - none																																											
2	<b>To receive any declarations of interests</b> in respect of any agenda items - none																																											
3	<b>PUBLIC QUESTION TIME</b>																																											
4	<p><b>Approval of the Minutes of the Annual Council Meeting of the Parish Council held on May 26<sup>th</sup> 2019</b></p> <p>The Minutes of the meeting having previously circulated were taken as read. They were agreed and signed by the Chair.</p>																																											
5	<p><b>Matters Arising from previous Minutes (For information only) - Recommendation:</b> To note the information.</p> <ul style="list-style-type: none"> <li>Planning applications to pollard trees – update from Clerk. A planning application is with MVDC and work can commence after 29<sup>th</sup> July 2019 if passed. The clerk to contact tree surgeon to schedule work.</li> </ul>																																											
6	<p><b>To receive Clerk's financial report and to authorise issue of cheques</b></p> <ul style="list-style-type: none"> <li>The clerk was unable to complete the bank reconciliation as still waiting for bank statement – will complete for April &amp; May for next meeting</li> <li>The clerk presented the payments which were approved</li> </ul>																																											
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7	<b>Reserves</b> – PR presented the report of proposed reserves report for 2019 which was approved.																																											

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8	<b>Audit and Annual Governance Statement:</b> PR presented (a) The report from the internal auditor (b) and the Annual Governance Statement. The recommendations from the Internal Audit report were noted and the Annual Governance Statement was approved.
9 <b>Action</b> BA	<b>Annual Return 10/04/2018 to 31/03/2019</b> - PR presented the Annual Governance and Accountability Return (AGAR): The AGAR was approved and the Chair signed the declaration.
10 <b>Action</b> BA, PC, CJ,DC,JIN	<b>APC Bank signatories</b> – BA confirmed:- <ul style="list-style-type: none"> <li>the new bank signatories will be Paul Cleaver, Carla Jones, Deadre Cunningham and John Ingles le Noble</li> <li>explained the process for the bank mandates to amend signatories is now an online process. Online forms will be sent via Richard Frost &amp; Ros Doree to add the new signatories. Once added Richard and Ros will then be removed</li> </ul>
11 <b>Action</b> CJ/PC/EB	<b>Playgrounds Inspection</b> – The May 2019 from Playsafe was discussed to consider what works should be undertaken. Councillors decided <ul style="list-style-type: none"> <li>To inspect playgrounds and report for next meeting (CJ Walliswood, PC Abinger Hammer and EB for Abinger Common</li> <li>Noted that DC reported that strimming work was completed at Abinger Common playground and will be completed at Walliswood playground by Eldred</li> </ul>
12	<b>Planning</b> – Cllr confirmed that no planning meeting took place in June
13 BA	<b>Donations</b> – Councillors considered request from Okewood Hill Village Hall Committee for £500 donation. Agreed £250 donation. Clerk to write to OHVHC and raise payment
14	<b>Chair's announcements</b> - PC updated councillors on three ongoing issues:- <ul style="list-style-type: none"> <li>Abinger Hammer Cricket Club – PC is waiting to hear from CC re proposal to renew CC lease on a rolling annual basis, with a 6 months' notice period.</li> <li>Parrot pub at Forest Green. PC met with Gareth Jones (representative of manager) regarding the use of APC land at front/side of premises. PC requested agreement of use of land and pre-agreement of future use eg events/barbeques also asking for a charitable contribution for use – now waiting for a response</li> <li>A plaque is being made in commemoration of Sandy and once ready will be placed on the playground fence at Abinger Hammer.</li> </ul>
15	<b>Date of next meeting Next Parish Council meetings:</b> 22 <sup>nd</sup> July 2019
16	<b>To consider excluding the public</b> from the remainder of the meeting having regard to the nature of the business to be discussed.

The meeting closed at 21:20