

SWABY GROUP PARISH COUNCIL  
MINUTES OF THE ANNUAL COUNCIL MEETING HELD  
8<sup>TH</sup> MAY 2019

Present: Cllrs Bailey (chair), Challis, Start, Leonard, Cooper, Dransfield & Gibson (Cllr Daniels after co-option)

Mrs J. Cooper (Parish Clerk)

1 member of the public

**1. ELECTION OF CHAIRMAN**

It was proposed (Cllr Start), seconded (Cllr Gibson) and **resolved** that Cllr Bailey be elected Chairman for the forthcoming civic year, and he accepted.

**2. DECLARATION OF ACCEPTANCE FORMS**

The Chairman signed his Declaration of Acceptance of Chairman, Councillors signed their Declaration of Acceptance of Office and all were counter signed by the Clerk as Proper Officer. Localism Forms were handed out for completion.

**3. ELECTION OF VICE CHAIRMAN**

It was proposed (Cllr Gibson) seconded (Cllr Dransfield) and **resolved** that Cllr Challis be elected Vice Chairman for the forthcoming civic year and he accepted.

**4. APOLOGIES**

Apologies were received and accepted from Cllr Powis.

**5. DECLARATIONS OF INTEREST**

There were no declarations

**6. CO-OPTION**

It was proposed (Cllr Bailey) seconded (Cllr Cooper) and **resolved** that Cllrs Millburn and Daniels be co-opted back onto the Council for the Swaby ward. This leaves 1 vacancy in South Thoresby. Cllr Daniels joined the Council and signed his Declaration of Acceptance which was countersigned by the Clerk. Cllr Millburn had expressed his wish to be co-opted but was unable to attend this meeting.

**7. MINUTES OF THE MEETING HELD 13<sup>TH</sup> MARCH 2019**

It was proposed, seconded and **resolved** that the Chairman sign the minutes of the meeting held 13<sup>th</sup> March 2019 as correct record.

**8. UPDATE**

The litter pick was well supported this year and it was felt there was not as much litter as usual.

Verge cutting and transporting for use in a digester would not take place in the County now as there was generally too much debris on the verges.

Sth Ormsby Estate invite – no member attended, however it is believed the application is recommended for approval subject to some amendments, in particular the entrance.

The abandoned car was still in place, Cllr Gibson will try and speak to the owner.

Discussion on the state of the pond in Swaby, permission had been sought from the then Natural England but their advice had been not to clean it out. Permits are required to dredge now.

**9. FINANCIAL**

a) Accounts for Payment:

It was proposed, seconded and **resolved** that the following accounts be paid:

Clerks salary & PAYE (April/May)	£254.00
Clerks Expenses 18/19 year	£ 18.77
Internal Audit	£ 30.00
LALC Subs	£134.53
Insurance	£209.92

b) Balances end of year:  
The balances of £2880.30 were noted, of which £430 is earmarked for election costs.

c) Audit Forms:

- (i) The Governance Statement was agreed and signed by the Chairman
- (ii) The Accounts were agreed and signed by the Chairman
- (iii) The Internal Auditors reported was noted, no significant comments made
- (iv) The Certificate of Exemption was agreed and signed by the Chairman

d) Additional Cheque Signatories

Current signatories were Cllrs Bailey, Millburn and Dransfield and it was agreed to include Cllrs Start and Daniels.

**10. CORRESPONDENCE**

Letters from Vine Inn proprietors explaining about the work undertaken and the need for the removal of the bottle banks – these were noted.

CPRE information

Letter of thanks from the Village Hall committee for the recent grant

Clerks and Councils Direct

**11. POLICIES**

The following policies were noted and agreed with no amendments:

Standing Orders

Risk Assessment

Financial Regulations

Asset Register

Data Protection

Code of Conduct

**12. PLANNING**

Application N014/615/19 – change use barn to dwelling – Belleau Trout Farm, Aby - support  
There were no decisions

**13. ANY OTHER MATTERS/NEXT AGENDA**

It was reported that there had been several break ins in the area, Cllr Gibson will arrange a public meeting with the police and the Parish Council agreed to cover the cost of hiring the Hall.

Next Meeting –

Co-option

Allotment Land

Notice board Church Lane

**14. DATES OF NEXT MEETINGS**

These were set at:

3<sup>rd</sup> July

4<sup>th</sup> September

6<sup>th</sup> November

8<sup>th</sup> January

4<sup>th</sup> March

6<sup>th</sup> May (Annual and Parish)

There being no further business the meeting closed at 8.25pm