**Minutes of the meeting held on Monday 13 May 2019 at 7.30 pm in Bainton Village Hall**

1. **Present**: Cllr B Froggatt, Chairman **(BF),** Cllr D Walford, Vice Chairman **(DW),** Cllr J Christie **(JC),** Cllr S Christie **(SC),** Cllr S Smith (**SS),** Cllr P Metcalf (**PM),** Cllr Paul Galvin **(PG)** Mrs E Brooks (Clerk to the Council), Janice Summers **(JS)**.

1. **Apologies for absence** –Mrs S Lowes (SL)
2. **Declarations of interest -** None

1. **Previous Minutes**

The minutes of 18th March 2019 were offered for approval. The minutes were unanimously approved. Proposed by **JC** and Seconded **SS**

1. **Matters Arising**
2. **First Aid** - Clerk received more information on free/donation only NHS first aid training that is available to our Parish – Clerk will forward the detail by email and add to next agenda.
3. **Vacancy** - 8 Members elected, Clerk to contact Electoral Services to clarify the vacancy process after election.
4. **Election expenses**, Clerk to contact Electoral Services to clarify the process for members.
5. **Dead Lane raised manhole cover** reported at previous meeting as trop hazard – Chair had investigated but need to clarify exact location, Clerk will photograph and report to ERYC.
6. **Laurel Bush** on Main Street, Clerk to email ERYC Street scene to request it to be trimmed
7. **Neighbour disputes and the Role of the Parish Council** – Residents have been previously been reminded of the Parish Council’s role via Bellwether but unfortunately DW has still received two separate complaints relating to issues that are not appropriate for the Parish Council to resolve. Neighbour disputes and land boundaries are not a Parish Council matters. Issues such as rat infestations are not Parish Council responsibility but assistance can be given to help report such a matter to ERYC.
8. **Communications & PR to the village**
9. **Bellwether** – The Chair welcomed Janice Summers (JS) to the meeting. Always lots of news for the Bellwether and now sharing event news with surrounding villages.
10. **The Big Lunch** – No longer applying for a road closure due to cost of £150. Event will be held at the Village hall. All members offered to assist with event flyer distribution. Hope to have tables out the front of the Village Hall, JS will contact the Community Police Officer for assistance with “no parking” cones and will talk to local residents who use the village hall as a parking area.
11. **PCC events** – Walk was successful, raising £94.00
12. **Bowls & Social Club –** First meeting was successful with 20 people attending.
13. **Millennium Wood**
14. **Seasonal Closure of Green Lane –** No further forward but will push for pinch points which will help to keep travellers away. Must take into account farmers field access (Barry will contact field owner). Sledmere 4x4 club have advised that they hope to spread the tarmac plannings and fill the large ruts during May. Discuss lane closure at the village walk a bout.
15. **Ron Whatling, thank you letters** –Rona Watling has sent a thank you to the Parish Council and a personal one to BF. Available to view at the end of the meeting.
16. **Highway Matters**
17. **Land in front of Cemetery** – Following BF email (which was passed to Felicity Temple at the last meeting), ERYC have now installed two posts at the end of the cemetery path. This is an on-going issue and the area still requires work. It is understood that the PCC have intentions of laying more gravel on the path and BF suggested a small hedge at either side of the path, having the posts and hedge should discourage parking in that area. BF intends to raise the issue again with Andrew Addison at the village walk-a-bout and clarify ERYC’s responsibility and any Health and safety factors that need to be taken into account.
18. **Playground**

PG has kindly been cutting the playground grass, The Chair thanked him. PG noted that ERYC have been cutting the area around the newly planted memorial trees. In the better weather the wood will require preservative.

1. **Planning applications**
2. 19/00656/PLF – Horn Hill Poultry Farm, Middleton Road, APPROVED
3. 19/00657/PLF – Horn Hill Poultry Farm, Middleton Road, APPROVED
4. 19/00804/PLF – The Butts, Leafield Road, APPROVED
5. **Any planning applications arising** – NONE
6. **Financial Issues**
7. **Grant to PCC –** Grant to PCC – DW attended the Church AGM to represent BPC.  At this meeting it was revealed that the PCC have 7 trust funds, 4 of which are to maintain the new Church yard, funds totalling £26,594.62.  DW emphasised, while he did not suggest any improper use of funds, he reported that in his opinion the accounts were in a state of disorder and the management of funds seemed unprofessional.  DW was a member of the PCC for 4 years and was never made aware of such funds.  Every year the PCC request money from BPC to help fund the cutting of the Cemetery grass and BPC have agreed to contribute on the basis that PCC have no funds.  BPC are a professional body and are handling public money, therefore have great responsibility in how funds are distributed.  DW proposed to stop any further funds to PCC and that going forward, any request for a grants from BPC should be supported with detailed financial accounts information, which will be inspected.  Further applications from PCC may be turned down on this basis. Proposed BF Seconded SC.
8. **Audit -** BPC meet the criteria of having less than £25,000 in expenses and are therefore able to declare themselves exempt from an external audit. DW suggested that as good practice an external audit should be carried out every 4 years and an internal audit every year. Glen Jones has kindly offered to carry out the internal audit for BPC this year. All members unanimously agreed to declaring BPC exempt from an external audit for 2018/19, Proposed SS Seconded JC

DW requested that Thanks be minuted to the Clerk for her work.

Bank reconciliations circulated prior to the meeting. Precept of £3400 has been received into the current account. Current account £3552.66 Reserve account £3669.91 Action Fund £400.13.

PAYMENTS - CLERK SALARY £421.66

CLERK EXPENSES £23.45

JANICE SUMMERS (Bellwether) £30.00

HENLEYS NURSERIES £44.40

1. **Any other business from elected members or members of the public**

* **From elected members** –

Clerk Salary review – add to next agenda

* **From members of the public** – None

1. **Date of next meeting:** 15th July 2019 at 7.00pm, Village Hall, Bainton