

SYDERSTONE PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON THURSDAY 17 MAY 2012 IN AMY ROBSART HALL

PRESENT: Cllr R Thompson (Chairman)
Cllr M Askew
Cllr D Daly
Cllr M MacArthur
Cllr G Taylor
Cllr Ms M Thompson
Parish Clerk

1. Apologies for absence
Cllr Schmidt.
2. Election of Chairman
Cllr R Thompson invited nominations for Chairman. Cllr Askew proposed Cllr R Thompson. Cllr Ms M Thompson seconded. There were no other nominations. Cllr R Thompson accepted.

Resolved to appoint Cllr R Thompson as Chairman.

3. Election of Vice Chairman
No nominations received.
4. To receive declarations of acceptance of office
Declarations signed and received at the meeting for Chairman and Cllr MacArthur.
Chairman welcomed Cllr MacArthur.

5. Appointment of Responsible Financial Officer
Chairman proposed Mr Lloyd – All agreed. Mr Lloyd accepted.

Resolved to appoint Mr Lloyd as Responsible Financial Officer

6. Appointment of Internal Auditor
Chairman thanked Mrs Goff for carrying out the internal audit for 2011/12 and proposed that Mrs Goff be reappointed – All agreed. Mrs Goff accepted.

Resolved to appoint Mrs Goff as Internal Auditor.

7. Appointment of Representatives and Spokespersons
 - 7.1 Chairman proposed that authorised cheque signatories (Chairman, Cllr Taylor, Cllr Daly) continue. All agreed.
 - 7.2 SNAP Representative confirmed as Mrs Goff.
 - 7.3 Amy Robsart Hall Representative confirmed as Cllr Taylor.
 - 7.4 Gt Massingham Community Car Scheme Representative confirmed as Cllr Taylor.

8. Chairman's report
Chairman presented his report to the meeting.
See Appendix 1 for the Report.

9. RFO's Financial report for 2011/12
Clerk presented his report to the meeting.
See Appendix 2 for the Report.

10. To consider for approval the minutes of the Annual Parish Council meeting held on 19 May 2011, previously approved on 16 June 2011.
Resolved to approve the Minutes.

11. To consider for approval accounts for 2011/12, previously approved on 19 April 2012.
Resolved to approve the accounts for financial year 2011/12.

There being no further Annual Parish Council Meeting business the Chairman closed the meeting at 7.30pm

SYDERSTONE PARISH COUNCIL

Chairman's Report for the Year Ending 31 March 2012

I should like to start by thanking my fellow Councillors and especially our new clerk for working so well together in this administration's first year. It has been very much a year of consolidation as we have got to grips with our role.

We have cut the grass, kept the street lights burning and stayed within budget. Transparency has been improved with the agendas and minutes of our meetings being placed on the village notice boards and in the village hall, and on the parish website at www.syderstone.com/parish, all within a matter of days, thanks largely to the efficiency of our new Clerk, Brian Lloyd, so that parishioners may keep up to date with what is going on.

We have resurrected the lorry routes signs in order to discourage heavy lorries from coming through the village centre, albeit that they are only advisory. We installed temporary vehicle activated speed limit signs, which flashed up vehicle speeds if the 30 mph limit was exceeded. These were very effective in reducing vehicle speeds and we would like to install them permanently, but the cost to the Parish Council is too expensive.

The appeals and Public Inquiry into the two local wind farms at Chiplow and Jacks Lane has rumbled on, but the Parish Council has not been involved in this process. Kings Lynn Borough Council and the two local environmental groups, ATAC and CAPE, have taken the lead at the inquiry. A decision is expected in May 2012.

In the coming year we are planning to support the village Jubilee celebrations and will be planting a commemorative Jubilee Oak Tree in the church grounds this autumn. We are working on extending the footway from No 14 Creak Road to the start of the Public Footpath on the bend in the road by the metal farm gate. This will save visitors and villagers walking in the road at this dangerous bend, as they set off to enjoy our local countryside.

There is much more that we would like to do for the village, but in these austere times we are minded to minimise the Parish Council Tax.

Cllr Reg Thompson

Chairman, Syderstone Parish Council

17 May 2012

SYDERSTONE PARISH COUNCIL

Financial Report for the Year Ending 31 March 2012

The attached shows the Receipts, Payments and Cash in Bank for 2011/12 and also for 2010/11 for comparison.

Receipts

The Precept for 2011/12 was £8250.00 being £200.00 lower than the previous year. Bank interest remains extremely low on the Tracker Account. Revenue from Newsletter advertisements had increased to £170.00 which almost covers the printing costs (£173.34). The Receipts include £15.22 transferred from the defunct Home Watch account.

Payments

As can be seen from the attached the Payments for 2011/12 are, in the main, at close levels with the Payments amounts for 2010/11. The main difference is for the expenditure on the playing field and footpath which at £799.75 is £911.76 lower than the previous year. This reduction was achieved due to no expenditure required on mole control (£360.00 spent in 2010/11) and no expenditure required on the playing equipment repairs (£533.00 for new swings/fitments in 2010/11). The total Payments £7786.63 was £266.00 below budget for 2011/12. PAYE operated throughout the year for Clerk's salary.

Cash in Bank

At 31 March 2012 £1002.15 was held in the Community account and £7169.30 in the Tracker account with no unrepresented cheques. A balance of £8171.45 to be carried forward, an increase of £1201.00 from the balance at the beginning of the year. It must be noted that this balance includes £600.04 received from the defunct Football Club and £181.27 received from the defunct Cricket Club. The Parish Council is seeking ex-club member's approval to use the money for repairs and maintenance of the children's playing field.

Financial Control

The Parish Clerk/RFO raises the cheques for all payments and two authorised Councillors sign the cheques. The bank statements are checked each month by both the Chairman and the Clerk. An internal audit was carried out by Mrs Denise Goff for no charge, for which the Parish Council are extremely grateful. An external audit will be carried out by Mazars LLP and the books of account will be available for inspection by the public from 25 June 2012 until 20 July 2012.

Brian Lloyd
Syderstone Parish Clerk/RFO

**SYDERSTONE PARISH COUNCIL
RECEIPTS & PAYMENTS ACCOUNT AS AT 31 MARCH 2012**

	2010/11	2011/12
RECEIPTS		
Balance brought forward	5976.82	6970.09
Precept	8450.00	8250.00
Repayment of VAT	447.93	548.46
Bank Interest	4.60	4.31
Newsletter Adverts	120.00	170.00
Election poster display	6.00	
Home Watch Funds returned		15.22
Sydertone Cricket Club Funds	181.27	
Syderstone Footbal Club Funds	600.04	
Total Income	15786.66	15958.08
PAYMENTS		
Audit	155.00	158.00
Streetlighting	1210.44	1225.07
Hall Hire	154.00	154.00
Insurance	679.36	704.64
Subscriptions	203.50	194.33
Playing field & footpath	1711.51	799.75
Clerk's salary net	2494.00	2006.43
Clerk's salary tax		501.40
Clerk's expenses	363.06	203.50
Cllr expenses	20.00	
Newsletter printing	175.00	173.34
Play equipment inspection	81.00	84.00
Section 137	1015.00	1020.18
VAT paid	548.46	561.68
Barclays Bank VAT	6.24	
Bank charges		0.31
Total Expenditure	8816.57	7786.63
Surplus/Deficiency	6970.09	8171.45
CASH IN BANK		
Community Account	265.10	1002.15 *
Business Base Rate Tracker Account	7064.99	7169.30 *
Less cheques not presented	-360.00	*
Balance carried forward	6970.09	8171.45

Chairman

Clerk

Internal Auditor