

SYDERSTONE PARISH COUNCIL

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON THURSDAY 16 MAY 2013 IN AMY ROBSART HALL

PRESENT: Cllr R Thompson (Chairman)
Cllr M Askew
Cllr M MacArthur
Cllr A Schmidt
Parish Clerk
Two Parishioners

1. Apologies for absence
Cllr Daly, Cllr Taylor and Cllr Ms Thompson
2. Election of Chairman
Cllr R Thompson invited nominations for Chairman. Cllr Askew proposed Cllr R Thompson, Cllr Schmidt seconded. There were no other nominations, Cllr R Thompson accepted. **Resolved to appoint Cllr R Thompson as Chairman.**
3. Election of Vice Chairman
As no nominations received, item deferred to next Parish Council meeting.
4. To receive declarations of acceptance of office
Declaration signed and received at the meeting for Chairman.
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 2012/13 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 2012/13
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 17 May 2012, previously approved on 21 June 2012. **Resolved to approve the Minutes.**
11. To consider for approval accounts for 2012/13, previously approved on 18 April 2013. **Resolved to approve the accounts for financial year 2012/13.**

There being no further Annual Parish Council Meeting business the Chairman closed the meeting at 7.31pm

SYDERSTONE PARISH COUNCIL

Chairmans Report for the Year Ending 31 March 2013

The year of 2012 started with drought orders, immediately followed by torrential rain which lasted all summer. The grass erupted along the highway verges, Mill Lane flooded several times spilling over into The Street, and an infestation of moles caused unscheduled closures of the village playing field, whilst the problem was addressed.

Although the Parish Council is not the Highways Authority, we have established an excellent working relationship with County highways, which resulted in the cutting of the verges, resolving the cause of the Mill Lane flooding, clearing the foliage along Mill Lane, and resurfacing both the foot of Tattersett Road and the Four Winds junction. Additionally the Highway Rangers visit the village every three months to undertake minor repairs and cleansing, which is organised via the Parish Council.

It was the Diamond Jubilee year of HM Queen Elizabeth II. There was a Jubilee Fete, the construction of a Jubilee Garden to the rear of the Church and the planting of a commemorative Oak Tree in the foreground of the Church. The Parish Council supported these events with a modest financial contribution, although the work was organised by the villagers themselves.

The village has 8.6 km of public paths which offer immense enjoyment to villagers and visitors. The Parish Council has commissioned a large map of the village showing the surrounding paths, which will be sited on the north face of the village hall.

The Parish Council has been successful in establishing Burnham Green Lane, which runs northwards from the pond, as a Restricted Byway. Although we have used it for many years, we now have a legal right to walk, ride a horse or pedal cycle, but motor vehicles are prohibited, except for agricultural purposes.

The Parish Council has extended the footway along Creake Road, which has made this dangerous bend safer and more enjoyable. It has added the first 80 m of the footpath along the side of the Church to its grass cutting schedule in order to avoid it becoming impassable as happened last year. The Parish Council has negotiated an agreement with Longwater Gravel for a series of circular paths, together with car parking, to be installed as part of the restoration of Coxford Abbey gravel workings, which will extend our future access to the countryside.

Subject to a successful grant application, the Parish Council's major project for 2013/14 will be the installation of a new street lighting system using LED lighting. This gives a softer more defused white light, which is regarded as being more environmentally friendly. It also offers significant cost savings in terms of electricity and maintenance.

I conclude by thanking my fellow Councillors for their excellent teamwork this past year, together with a special thanks to our Parish Clerk, Brian Lloyd, and our Internal Auditor, Denise Goff, who together have made 2012/13 a successful year for our Parish Council.

Cllr Reg Thompson
Chairman, Syderstone Parish Council
16 May 2013

Appendix 2 - RFO 's Financial Report

SYDERSTONE PARISH COUNCIL Financial Report for the Year Ending 31 March 2013

The attached shows the Receipts, Payments and Cash in Bank for 2012/13 and also for 2011/12 for comparison.

Receipts

The Precept for 2012/13 was £8250.00, the same as in the previous year. Bank interest remains extremely low on the Tracker Account. Revenue from Newsletter advertisements was £140.00 which falls short of the costs of £173.36.

Payments

As can be seen from the attached the Payments for 2012/13 are £1675 more than the Payments for 2011/12. The main differences are the increased expenditure of £650 on the playing field for mole control and equipment repairs, £713 spent on the Trod and £302 for the Queen's Jubilee Celebrations. The total Payments £9461.76 was £606.00 above the budget for 2012/13. PAYE continued to be operated throughout the year for the Clerk's salary.

Cash in Bank

At 31 March 2013 £618.52 was held in the Community account and £7173.64 in the Tracker account with two unrepresented cheques. A balance of £7665.71 to be carried forward, a decrease of £505.74 from the balance at the beginning of the year.

Financial Control

The Parish Clerk/RFO raises the cheques for all payments and two authorised Councillors sign the cheques. The bank statements are checked and signed each month by both the Chairman and the Clerk. An internal audit was again 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 24 June 2013 until 19 July 2013.

Brian Lloyd
Syderstone Parish Clerk/RFO

SYDERSTONE PARISH COUNCIL
RECEIPTS & PAYMENTS ACCOUNT AS AT 31 MARCH 2013

	2011/12	2012/13
RECEIPTS		
Balance brought forward	6970.09	8171.45
Precept	8250.00	8250.00
Repayment of VAT	548.46	561.68
Bank Interest	4.31	4.34
Newsletter Adverts	170.00	140.00
Home Watch Funds returned	15.22	
Total Income	15958.08	17127.47
 PAYMENTS		
Audit	158.00	120.00
Streetlighting	1225.07	1242.27
Hall Hire	154.00	154.00
Insurance	704.64	738.02
Subscriptions	194.33	154.83
Playing field & footpaths	799.75	1449.31
Clerk's salary net	2006.43	2008.00
Clerk's salary tax	501.40	502.00
Clerk's expenses	203.50	137.30
Cllr expenses		40.00
Newsletter printing	173.34	173.36
Play equipment inspection	84.00	84.00
Creake Road Footpath		713.00
Section 137	1020.18	1048.51
Section 145 Jubilee		302.07
VAT paid	561.68	595.09
Bank charges	0.31	
Total Expenditure	7786.63	9461.76
Surplus/Deficiency	8171.45	7665.71
 CASH IN BANK		
Community Account	1002.15	618.52
Business Base Rate Tracker Account	7169.30	7173.64
Less cheques not presented		-126.45
Balance carried forward	8171.45	7665.71

Agendas and Minutes are also available at:
www.syderstone.com/parish