Parish Council of Waresley-cum-Tetworth

Minutes of the AGM & Meeting held on Tuesday, 14 May 2019 at Waresley Village Hall (~~Draft~~) RK

ANNUAL GENERAL MEETING

Present: E.Jack (Chair), J. Lawton, J. Archer, M. Gordon, R. Jerman

County Councillor J. Wisson, S. Gordon, D. Morgan, M Scott, D Scott.

Minutes taken by R. Kerr (clerk)

1. **Election of chairman & vice chairman:**

   Eleanor Jack was proposed by Jonathan Lawton and seconded by Richard Jerman and duly elected as Chairman she then signed the form of acceptance.

   Jonathan Lawton was proposed as vice chairman by Richard Jerman and seconded by John Archer and duly elected

2. **Apologies for absence:**

   Received from District Councillor Richard West

3. **Register of interests – any changes since last year**

   There were no changes to the register of interests since last year

4. **Declaration of any disclosable pecuniary interests**

   None of the Councillor's had any pecuniary interests with regards to the forthcoming agenda items

5. **To appoint parish council representatives to other bodies and responsibilities**

   John Archer was appointed as the airfield representative, David Morgan as the tree warden, Richard Jerman as the village hall representative and Jonathan Lawton as the data protection officer

6. **Review of inventory of land and assets including buildings and office equipment**

   A review of the inventory had been carried out and there was a discussion as to whether to add the phone box to the list - this may take the value of the assets over 10,000 pounds and it could cause complications if a defibrillator was fitted in the box at a later date. It was decided not to add ~~to~~ the phone box to the list of assets at this stage and the review was agreed by the Councillors.

26 June 2019

2/19

7. **Review and confirmation of arrangements for insurance cover in respect of all insured risks.**
   The insurance arrangements for 2019/20 had been circulated to the councillors and were approved - proposed by John Archer and seconded by Malcolm Gordon.

8. **Review of the Council's and/or employees' memberships of other bodies.**
   It was agreed that the council will continue its membership of CAPALC

9. **Review of effectiveness of the system of internal control**

   The system of internal control was reviewed and agreed by the councillors to be effective. Jonathan Lawton will carry out a comparison between the check stubs and the bank statements.

10. **Resolution: to approve the Annual Governance Statement & Adopt Accounts & Financial Statements**
    a) To consider accounting statements
    b) Resolution: To approve the Statement of Accounts for 2018/19
    c) To note inspection period to be advertised
    d) To appoint internal auditor for 2019/20

    The Councillors' approved the annual governance statements and the accompanying accounting statements and these were approved proposed by Jonathan Lawton and seconded by Malcolm Gordon.
    The inspection period will be advertised as soon as the books are received back from the internal auditor.
    It was agreed to reappoint ~~and~~ Val Seekings as the internal auditor for 2019/20.
    Action: Clerk to arrange Audit with Val Seekings

Ordinary Parish Council meeting

11. **To approve minutes of parish council meeting of 5 March & planning meeting of 4 April**

    The minutes of the meetings of the 5th of March and 4th of April were red by the clerk and approved by the meeting and signed by Chairman Eleanor Jack.

12. **Matters arising from those minutes not on the agenda**

    Councillors Eleanor Jack and Malcolm Gordon attended a meeting regarding the closure of Waresley at Gransden Woods on the 8th May a report has been produced and is attached at appendix A.

    The wall at of the old churchyard has now been repaired Malcolm Gordon was thanked for arranging this.

    Nothing has been heard yet regarding the Woodfield Farm planning application.

26 June 2019

13. Highways – 40 mph buffer zone

Highways have granted us the 40 mph buffer zone and all seems to be in hand at the moment. The consultation period finishes soon and it is hoped that the work will be done this July.
The Parish Council will contribute 11% of the cost of the works when it is completed. Councillor Archer was thanked for his efforts in this matter.
There was further discussion regarding the placement of the greensand ridge signing possibly on trees or existing signposts.
Action: Councillor Archer will take this up with the highways department.

14. Defibrillator

Councillor Gordon reported to that there is currently an impasse on this matter. We have provisionally been given a grant by the British Heart Foundation towards the cost of a defibrillator and we would have to make a contribution of £600 towards the cost – this grant is conditional on the defibrillator being kept in a locked cabinet. The council fears that it will be vulnerable to theft or vandalism if it is not kept locked. Other options have been pursued – the Community Chest is a non-starter. The Cambridge Heart Beat Trust would provide one and do all the work but it would cost us between £2000 to £2500.

Actions: After further discussion it was agreed that Councillor Gordon will continue to pursue the grant, which is valid until November 2019. He will also get the facts about the usage of the phone in the old phone box to see if it is still viable to retain it & will also investigate alternative sites in the village. County Councillor Julie Wisson will find out how the Abbotsley defibrillator was funded and pass this information on.

15. Parish Council Website

Councillor Jack will arrange a meeting between herself, the clerk and Andy Oxley to discuss access to the website and to enable us to update its contents ourselves.
Action: Councillor Jack to arrange the meeting.

16. Little Gransden Airfield

Councillor Archer reported from the latest consultative committee meeting. John Archer suspects there will be an upgrade in aerobatic training activity at the airfield in the future to replace the training school revenue and the refurbishment of the Yaks which is no longer carried out on a significant scale. There are events now being arranged which could mean additional activity & noise at various times.
Concerns have been raised by the flights of balloons, paramotors and auto gyros from the airfield which are not included in the permissions. It was pointed out that balloons can be flown from any field where permission is given but not from the airfield.

26 June 2019

4/19

After further discussion it was agreed that Councillor Archer will review the flight logs provided to him by Mark Jefferies to ensure the number of take offs does not exceed those permitted.

Actions: Councillor Archer to review flight logs and to circulate a document to all residents of Waresley outlining the permitted flightpaths, types of aircraft allowed and the permitted times and numbers of take-offs so that any breaches can be noted and advised to the airfield. A contact number will also be provided

17. Finance

It was noted that the precept of £5000 had now been received.

Payments to E-ON £94.43, CAPALC Membership £177.36, Zurich Insurance £257.60 & Urban & Rural Landscapes for tree works – 2 payments - £1715.00 dated 19/04/19 and £1715.00 14/05/19 were approved by the Councillors and the cheques signed.

18. To decide who will provide summary of meeting for *Roundabout.*

The clerk will provide the summary of the meeting for *Roundabout.*

19. To agree date of Next Meeting

The next meeting will be held at Waresley Village hall on Wednesday. the 26th of June at 8.00 PM

The meeting was declared closed at 9.35 PM

Jack 26 June 2019

5/19