PEASENHALL PARISH COUNCIL

MEETING – 4TH MARCH 2014

MINUTES

1. The chairman, Chris Norrington, welcomed councillors Norman Ball, Frank Potter, Tony Sore, Kenneth Parry Brown, Nicholas Levett-Scrivener and Roger Benstead. There were 3 m3mbers of the public. Apologies were received from Stephen Burroughes [County and District councillor], Peter Dance and Kath Hamilton. The clerk, Caroline Cardwell, was in attendance.
2. **Declarations of interest** – Nicholas Levett-Scrivener re item 11 –
3. **Have Your Say [Public Forum]** – councillors and public listened to a presentation about a possible development of Saunders Yard, Mill Rd. No application has yet been received by the council.
4. **Minutes of the previous meeting** [28-01-14] were approved and signed as a true record.
5. **Matters arising** – none
6. **Finances** –
    - balances as follows: c/acct - £9,806.85; sav.acct - £7,088.85.
    - Cheques were approved as follows – no.100453 to HMRC for £131.60 [tax to 5th Apr.]; no. 100454 to C. Cardwell for £350.56 [net salary for Feb and March]; no. 100455 to D. Kitson for £400.00 [repair of village sign]; no. 100456 to SPS for £30.00 [sub]; no. 100457 to Carl Thurston for 100.00 [memorial gdn. and bus shelter repairs].
    - Annual governance statement – councillors reviewed the procedures and practices of the council, noted that STOs were up to date and agreed that financial checks and controls were satisfactory.
    - Internal audit review – for year ending Mar. 13 – this was found to be quite satisfactory and the auditor appointed is Heelis and Lodge for the year ending 2014.
7. **Parish assets** – a risk assessment was carried out in Feb by councillors and the report is attached to the minutes. The bench on the Bowling Green to be given to the Bowls Club; Carl Thurston to be asked for quote for repair of cemetery gates and Carl Ling asked to finish work on cemetery roadway; clerk asked to find a surveyor to map the cemetery.
8. **Planning** – SCDC permission noted for applications DC/14/3600 and DC/13/2439.
9. **Cemetery** – see item 7 above
10. **Church Lane repairs** – quotes submitted to Stephen Burroughes for grant from his Highways fund; clerk to ask for further information re status of any possible grant; clerk asked to obtain sample notice re dog fouling for councillors' consideration.
11. **Open Space provision** – after much discussion, clerk asked to obtain detailed information re funding, likely costs, insurance etc.
12. **Electoral Review** – no comments
13. **Correspondence** – received and discussed
14. **Any other business** – repairs needed for Causeway – clerk to check status.
15. **Next meeting** – 6th May 2014 – annual parish meeting; council agm

The meeting ended at 9.35pm