

# BLAISDON PARISH COUNCIL

Clerk to the Council: Anthony Hughes, 4 Mountain View, Ruardean, Gloucestershire, GL17 9YT  
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## Minutes of the Annual Parish Council Meeting held in Blaisdon Village Hall, Blaisdon Wednesday 16 May 2018

Those attending: Cllr. Stuart Gent  
Cllr. Kevin Baker  
Cllr. Eve Tonks

Mr. Tony Hughes Clerk

Also present

Apologies for Absence Cllr. Richard Boyles  
Cllr. Sam Spencer  
Cllr. Dave East (Observer)  
County Councillor Brian Robinson (Observer)

### 1. Health and Safety Procedure

The attention of those present was drawn to the procedures for evacuation of the premises in the event of an emergency.

### 2. Election of Chair for 2018-19

The Clerk invited nominations for Chair of the Parish Council for the year 2018-19

Moved by Councillor Tonks, seconded by Councillor Baker

#### RESOLVED

That Councillor Stuart Gent be elected Chair of the Parish Council for the year 2018-19 until the next Annual Meeting in May 2019.

### 3. Election of Vice-Chair

Moved by Councillor Gent, seconded by Councillor Tonks

#### RESOLVED

That Councillor Richard Boyles be elected Vice Chair of the Parish Council for the year 2018-19 until the next Annual Meeting in May 2019.

#### **4. Completion of Statutory Formalities**

##### **(a) Declarations of Acceptance of Offices of Chair and Vice Chair by Members elected**

Councillor Stuart Gent and Councillor Richard Boyles, having been duly elected, signed his Declaration of Acceptance of office as Chair of the Parish Council.

Councillor Richard Boyles to sign his acceptance of office at the next available opportunity.

##### **(b) Register of Interests**

Members were invited to individually complete their annual Declarations of Interest form.

##### **(c) Declarations of Interests**

There were no declarations of interest for this meeting.

##### **(d) Responsible Financial Officer**

##### **RESOLVED**

That Mr A Hughes, Parish Clerk, be re-appointed the Parish Council's Responsible Financial Officer (RFO) pursuant to Section 151 of the Local Government Act 1972.

#### **5. Public Forum - Members of the Public**

No Members of the Public were present

#### **6. Minutes – 14<sup>th</sup> March 2018**

##### **RESOLVED**

That the minutes of the meeting held on the 14<sup>th</sup> March 2018, be approved as a correct record and signed by the Chair.

#### **7. Clerk' Report and Correspondence**

There was no correspondence to report

##### **Finance**

##### **(a) Statement of Accounts for the Year Ending 31 March 2018**

The Clerk reported that Draft Statement of Accounts for the year ending 31 March 2018 were being prepared.

## RESOLVED

That adoption of the Draft Statement of Accounts for the year ending 31<sup>st</sup> March 2018 be deferred to a future meeting.

### (b) Financial Report – April 2017

The Clerk presented financial reports for the months of March and April 2018. March showed total bank balances of £6215.10 as at 31 March 2018 and April showed total bank balances of £8137.22 as at 30 April 2018. The operating balance as at 1 May 2018 was 5731.97 accounting for the future deduction of the Clerk's backdated gross salary (including PAYE) £1765 and an outstanding PAYE payment to the Inland Revenue in respect of backdated tax.

### (c) Invoices and Payments

The following cheques were authorised and issued

Cheque No.	Amount	Drawn To	Purpose	Authorisation
000477	£160.65	Community First Trading	Insurance Renewal	Parish Council Annual meeting 16 <sup>th</sup> May 2018 Minute 7 (C)
000478	£40.00	GAPTC	Data Protection Course 26.4.18 attended by Clerk	Parish Council Annual meeting 16 <sup>th</sup> May 2018 Minute 7 (C)
000479	£ 120.00	Parish Council Web Sites	Web annual hosting fee 1 May 2018 to 30 April 2019	Parish Council Annual meeting 16 <sup>th</sup> May 2018 Minute 7 (C)
000480	£69.90	GAPTC	Membership 1.4.18 to 31.3.19	Parish Council Annual meeting 16 <sup>th</sup> May 2018 Minute 7 (C)

## 8. Planning Application P0691/18/FUL

The Council considered a planning application for the for the erection of a garden room at Parkwood, Blaisdon.

## RESOLVED

That the Council have no comments to make on the application.

**9. Dates of Meetings 2018-2019**

**2018**

13 June  
11 July (Planning)  
15 August  
12 September  
17 October  
14 November (Budget preparation)  
12 December (Planning)

**2019**

16 January (Precept)  
13 February (Planning)  
13 March  
17 April (Annual Assembly @7.30 pm followed by Parish council meeting)  
15 May (Annual meeting)

**10. Any other urgent business**

Approval of planning application in Flaxley - issue raised by Councillor Eve Tonks to be investigated.

Meeting commenced: 8.45 p.m.

Meeting finished: 8.55 p.m.

Signed:.....

Date:.....2018