

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 19 September 2018

Those attending: Cllr. Richard Boyles
Cllr. Kevin Baker
Cllr. Eve Tonks

Mr. Tony Hughes Clerk

Also present

Apologies for Absence Cllr. Stuart Gent
Cllr. Sam Spencer

11. 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.

12. Public Forum - Members of the Public

No Members of the Public were present

13. Minutes – 16 May 2018

RESOLVED

That the minutes of the meeting held on the 16 May 2018, be approved as a correct record and signed by the Chair.

14. Clerk' Report and Correspondence

There was no correspondence to report

15. Financial Update

The Clerk reported that the balance of accounts as 31 August 2018 was as follows:

Treasurer's Account	£5,976.61
Business Account	£1,770.36
Total	£7,746.97

Taking into consideration outstanding cheques to be presented and Clerk's backdated for 1 April 2017 to 31 March 2018 £1765 (including PAYE liability).

16. Statement of Accounts for the Year Ending 31 March 2018

The Council considered the Draft Statement of Accounts for the year ending 31st March 2018.

The Council noted that reference in the Receipts and Payments Account to the Transparency Grant £1016.90 related to the Web Site development and the purchase of a lap top, printer/scanner and software. The purchase the lap top and printer/scanner and software would feature in the 2018/19 accounts. The equipment and software had been personally purchased by the Clerk (as authorised) and the Council had reimbursed the Clerk. The question as to whether VAT could be reclaimed in these circumstances would be examined.

Also, the entry of the title 'Gloucestershire CC Active Together Grant' was unnecessary as there had been not grant in 2017/18 and was therefore not a regular item.

The Accounts would be submitted to the Auditors, but in relation to internal control compliance, the Council wished to be satisfied that the payment of the Clerks' salary for the financial year 2017/2018 and PAYE/NI requirements is resolved.

RESOLVED

That the draft accounts for the year ending 31 March 2018 be approved and be submitted be for audit.

17. Annual Governance Statement

The Council considered the questions raised in the Annual Governance Statement 2017/18. Whilst agreeing to 'yes' to the questions asked the signing off of the Annual Governance was deferred until resolution of the back payment of the Clerk's salary and that future arrangements are in place for timely payment of salary in the future.

18. Invoices and Payments

The following cheque was uthorised and issued

Cheque No.	Amount	Drawn To	Purpose	Authorisation
000481	£66.00	Baisdon Village Hall	Village Hall Hire	Parish Council Annual meeting 19 September 2018 Minute 18

19. Future Arrangements and signatories to Bank Accounts

RESOLVED

That arrangements be made for Richard Boyles to be added as an authorised signatory to the Council's Lloyds bank accounts.

20. Possible installation of Defibrillator for Village

It was noted that there had been discussion among the village community as to the possibility of locating a defibrillator in the village. Whilst this matter had been discussed by the Council a few years ago when it had been decided not to pursue at the time it was now considered that the implications of providing a defibrillator be further considered and Clerk was asked to investigate further.

21. Village Hub Site

The possibility of using the Village Hub site to publicise in the activities of the Parish Council (as an additional means to the Council web site) be investigated by the Clerk.

22. Clerk

The Clerk gave verbal notice of his intention to resign from the Post due to other commitments and personal circumstances. The Clerk would examine arrangements for recruitment of a replacement and timescales involved.

23. Date of Meeting

Wednesday 17 October 2018 at 7.30 pm

Meeting commenced: 7.30 p.m.

Meeting finished: 8.17 p.m.

Signed:.....

Date:.....2018