

WOOTTON PARISH COUNCIL

DRAFT Minutes of the Meeting of Wootton Parish Council held on Wednesday 12th May 2010 at 7.30pm in the Memorial Hall, Wootton.

Present. Cllrs. J Wheeler, T Corby, C Bennett, Cllr K Wright, K Lynch, M Wolfenden, P Quirk, S Cruse, S Rowse, R Wallace, P Prescod, G Lloyd. In attendance: M Alexander (Clerk).

FC10/41. Apologies for absence.

D Price, J Cunningham & PC Ian Evans

FC10/42. Declarations of Interest.

None.

FC10/43. Reports from outside organisations.

None.

FC10/44. Open Forum

None.

FC10/45. Chairman's Announcements.

The Council's new Chairman Cllr John Wheeler thanked the members for their confidence in him as new chairman, as well as the previous Chairman David Price for all he had done for the Council in the two previous years. It was hoped in the year to come, communications generally could be improved within the Council and also the implementation of quarterly internal audits was considered to be a positive way forward.

FC10/46. Minutes of the meeting held Wednesday 14th April 2010.

The minutes of the meeting held on the 14th April 2010 were accepted as a true record, with an amendment at FC10/38. Cllr Wallace requested that the 3rd paragraph relating to minutes being loaded onto the Council website within a certain timescale. The amendment was accepted by the Members and the Chairman initialed the amendment accordingly.

FC10/47. Accounts

The members were pleased to receive and approve the minutes of the Accounts Sub Committee held on Wednesday 14th April 2010.

FC10/48. Update of the Section Sub Group.

Members were advised of a 'special meeting' of the group to meet 3 senior officers from the Borough Council. Scheduled to be held on 25th May 2010, the a 'questions and answers session' aimed to clarify the progress of the Fields Road development, and the devolvement of Section 106 funding which was expected to cascade to this Council as a result of the new housing scheme.

Members were asked to send their questions for the Borough team to Cllr Wallace before the meeting. If any Members were unable to attend the meeting they were asked to pass their apologies to the Clerk.

Action; Members to contact Clerk as appropriate.

FC10/49. For Members to agree a new scale of charges for the Lorraine Road Cemetery.

The recommendation for the increase was agreed by Members to take immediate effect.

Action; Clerk to notify local Funeral Service providers.

FC10/50. For Members to adopt changes to Standing Orders.

It was agreed to make changes to the Standing Orders relating to annual calendar of meetings. This amendment was to be presented to the next meeting of the F&GP Committee meeting. Members were also asked to consider a paper presented by Cllr Rowse suggesting adoption of a formal complaints procedure for the Council. This to be agreed at a future meeting of the Committee.

FC10/51. Progress Report of Cllr Tim Hill

The report was noted with thanks.

FC10/52. Members to review and update changes to our current insurance policy

After consideration and discussion it was agreed to highlight the following 'anomalies' with our current insurers:

Check the addition of the Summer scheme to our policy

Check the addition of the annual Funday to our policy

Clarify £2,000 Fidelity insurance;

Include new lap top in cover

Amend number of street lights columns in our ownership from 95 to 42

Check No of litter bins (Cllr Cruse to count)

Notice boards should be increased to 7

Check No of public seats (Cllr Cruse to count)

Amend Play area cover to reflect new equipment installed

Check whether we are covered for tree / root damage

Action; Clerk to contact insurers and make enquiries.

FC10/53. For Members to agree the implementation of quarterly internal audits

This was agreed.

Action; Clerk to arrange with internal auditor relevant dates

FC10/54. Recommendation from FGP&C

The following statement was agreed by the Members;

'That whenever possible that only the Chairmen or Vice Chairmen of each Committee contact the Clerk on Committee related subjects/items.' It was noted that this should be for a trial period of 6 months and should appear as an agenda item for Full Council on 22nd October 2010 for review.

FC10/55. For Members to consider 'underwriting' the forthcoming village Summer Scheme

Following a request from Cllr Prescod and Lynch, and details of costings for the scheme, Members agreed to financially 'underwrite' the 2 week project up to a limit of £5,000. The Chairman thanked all the people involved with this project for their hard work.

FC10/56. Formation of new Committee's following AGM 2010.

This was agreed and this meeting was immediately followed by a meeting of the 'new Planning & Environment Committee to consider Planning applications / notifications recently received.

Chairman.....

Date of next meeting is Wednesday 9th June 2010