

## **Winfarthing Parish Council**

### **Minutes of the meeting held on Wednesday 10<sup>th</sup> May 2023 at Winfarthing Village Hall, Hall Road IP22 2EP**

#### **Members Present:**

Re-elected councillors Eric Cole, Lynne Rogers, William Cole, Jim Collins, Peter frost,  
Newly elected - Richard Steel, David Rix.

#### **In Attendance:**

Mrs Sara Campbell – Clerk Training consultant.  
Ellie Cole-Broatch (Clerk)

#### **1. To elect a new Chairperson.**

Eric Cole - Proposed by Jim, 2<sup>nd</sup> Lynne; Unanimously agreed.

#### **2. To elect the Vice Chairperson**

Lynne Rogers , proposed Jim 2<sup>nd</sup> Eric unanimously agreed

#### **3. To receive apologies for absence**

James Easter (District Councillor)  
A minute's silence was held for Barry Duffin

#### **4. To approve and sign the minutes of the last meeting held on 3rd April 2023**

Minutes were unanimously approved and signed by the Chairman.

#### **5. Record declarations of interest in items on the agenda**

William Cole regarding item 14.

#### **6. Report from District and County Councillors**

Neither were present.

#### **7. Finance**

##### **7.1. Review the bank mandate.**

Signatories remain Eric Lynne and Jim – no changes required.

##### **7.2. To appoint a councillor who is not a signatory to routinely check finances.**

William Cole, Proposed by peter 2<sup>nd</sup> by Richard.

##### **7.3. Review and approve 2022 to 2023 end of year finances and bank reconciliation.**

Postponed to June.

**7.4. Receive and consider the auditor's report year ending 31 March 2023.**

Postponed to June.

**7.5. To consider if exempt from an external Audit and if so to authorise the Clerk and Chairperson to sign the certificate of exemption.**

Postponed to June.

**7.6. To consider the assertions on and to complete section 1 – Annual Governance Statement 2022/23 (AGAR) and to authorise the Clerk and Chairperson to sign.**

Postponed to June.

**7.7. To Consider and approve section 2 – accounting Statements 2022/23 (AGAR) and to authorise the Chairperson to sign.**

Postponed to June.

**7.8. To approved significant variances form.**

Postponed to June.

**7.9 Approve dates for displaying the exercise of public rights notice and notice of conclusions of Audit (30 consecutive days period whereby the public can view the accounts and AGAR which must include the first ten working days of July)  
Recommend 5<sup>th</sup> June to 14<sup>th</sup> July.**

Postponed to June.

**7.10 Review Zurich's "select for local councils policy schedule" insurance document.**

Reviewed and unanimously agreed and was signed.

**7.11 Bank statement including payments received.**

Balance £6053.56; VAT return 21/4/23 £173.49 Precept £2165.00 28/4/23

**7.12 Invoices – Clerks Invoice, Zurich invoice and any others received after agenda published.**

Proposed Richard, 2<sup>nd</sup> David, Unanimously approved.

**8. Open forum for public participation: an opportunity to hear from members of the public**

None present.

**9. Planning applications**

9.1 No planning applications made to consider.

**10. Footpath update**

Richard indicated the finger post for the bridlepath off Mill Road at east end of the village was still down. Richard will reinstate as it looks to be an easy fix.  
Footpath warden - Richard will assume the role – proposed Peter; 2<sup>nd</sup> Lynne.  
It is recommended to use NCC website for maps – any member of the public can report problems. Eric to bring any info/paperwork associated to next meeting on previous footpath activity.

#### **11. Pylons update:**

No new updates. The Parish Council continue to monitor developments with the proposed plans. Mrs Campbell stated some drone surveying may have been taking place.

#### **12. Correspondence**

None received – Richard stated and showed pictures of food waste again deposited in church lane, reoccurrence should be reported at fly tipping.

Speed watch activities on going, letters are sent to those exceeding the limits.

Q was asked about the proposed housing clusters, no new info available at this time.

#### **13. To receive items for the next meeting – Monday 5<sup>th</sup> June 2023 at 7:30pm – Councillors responsibilities**

#### **Closure of the meeting**

Meeting closed at 9:30pm to the general public under S1 (2) of the public bodies (administration of meetings) Act 1960 due to confidential nature of the business to be transacted to discuss - agenda item 14 was recoded in a confidential minute.

Signed.....

Dated.....

(Minutes are draft until signed)