

M1**MINUTES**

The ANNUAL Parish COUNCIL Meeting of Kings Ripton was held on Tuesday 17 May 2016 at 7.00pm in Village Hall

- Present M Krause, Chairman, P Rayner, Vice Chairman, Mrs R. Carey-Townsend, R Rayner and P Bassitt Parish Councillors.
Ms R Mimiene, Clerk. HDC Cllr R Howe.
1 member of the public.
- 170516/1 Election of chairman**
170516/1.1 Nomination: MK
Proposed by Councillor RCT, seconded by Councillor RR, all in favour, and it was RESOLVED that Cllr MK be elected as a Chairman.
170516/1.2 Chairman signed the acceptance of office form.
- 170516/2 Election of Vice Chairman**
170516/2.1 Nomination: PR
Proposed by Councillor RCT, seconded by Councillor PB, all in favour, and it was RESOLVED that Cllr PR be elected as a Chairman.
- 170516/3 To Receive Apologies and Reasons for Non Attendance**
170516/3.1 The Clerk reported that CCC Cllr Tew sent his apologies for absence.
- 170516/4 Chairman's Opening Remarks**
170516/4.1 Chairman welcomed everyone.
- 170516/5 Declaration of Interests for Members (Disclosable Pecuniary Interests)**
170516/5.1 There were no declarations of interests.
- Close of Meeting**
- 170516/6 Public Participation Session with respect to items on the Agenda and other matters of mutual interest.**
170516/6.1 There were no issues to be raised.
- Re-opening of Meeting**
- 170516/7 To Receive Reports from District and County Councillors**
170516/7.1 HDC Cllr RH will present full report at APM.
- 170516/8 To Receive and Approve the Minutes of the Meeting 15 March 16**
170516/8.1 Proposed by Cllr PB, seconded by Cllr PR, and RESOLVED that the minutes to be accepted and signed as the true records of the meetings.
170516/8.2 Chairman signed the minutes.
- 170516/9 Matters Arising for those Minutes**
170516/9.1 HDC was informed re: litter bin which PC is now removing due to yearly payment of £252.64 Clerk, set by HDC – cost of emptying the PC bin on a weekly basis. The bin is not in a very good RCT, location therefore it is removed, as agreed at the last meeting. To remove from asset register RR for 2016.17.
- 170516/10 Clerk's Report**
170516/10.2 Clerk had some training and took over the PC website. Chairman had some training too. If anyone uses twitter – please check #kingsripton, chairman now updates info there too.
170516/10.3 PC accounts have been internally audited on 10 May 16, the 2nd auditor visit was set re: Assets Register. PC has now sorted the Asset Register.
 - Public inspection of Annual Return is set on 6 Jun to 15 Jul 16.
 - Annual accounts have to be published on NB and PC website by 30 Jun 16.
 - Annual Return must be received by External auditors by 13 Jun 16.
- 170516/11 Notification on Planning Items**
170516/11.1 16/00075/HHFUL: 13 School Lane, Kings Ripton. Amendment to existing planning application/approval 15/00627/HHFUL – Appeal.

170516/11.2 PC has been informed about an appeal made to Secretary of State against Council's decision to refuse planning permission. PC has no opportunity to submit further comments but have the right to withdraw any representations made. Members discussed this prior to the meeting and decided to note the receipt of the letter. PC response sent before stays valid.

170516/12 Finance

170516/12.1 Year Ended 31 Mar 16 accounts presented to members, bank balance: £5,595.34

170516/12.2 Cash Book and Bank Reconciliation statement as at 31 Mar 16 presented to members prior to the meeting.

170516/12.3 Bank Balance as at 30 Apr 16: £9,695.34

170516/12.4 Note Income Received in the New Financial Year 2016/17 as at 30 Apr 16: £4,100.00

170516/12.5 Expenditure for approval 17 May 16:

Date	Payee and Description	Amount
	Electronic payments:	
17.05.16	Clerk salary Mar 16 £139.76 and expenses £13.35.	£153.11
17.05.16	Clerk salary Apr 16 £102.47 and expenses £6.49	£108.96
17.05.16	CAPALC Affiliation Fee Invoice 1 Apr 16 to 31 Mar 17	£125.54
	Total May 16 expenditure:	£387.61

170516/12.6 Cllrs MK and PB have not yet received any confirmation from the bank re: being signatories. Clerk received a formal letter, dated 29 Feb 16, stating that Cllrs MK and PB are now authorised signatories. To chase the bank.

170516/12.7 Proposed by Councillor PR, seconded by Councillor PB, all in favour and it was RESOLVED that items listed in 170516/12.5 are to be paid.

170516/12.7 To Approve Annual Return Section 1 – Annual Governance Statement 2015/16

170516/12.7.1 Proposed by Councillor RCT, seconded by Councillor PB, all in favour and it was RESOLVED that the AR Section 1 to be approved. Chairman signed the AR Section 1.

170516/12.8 To Approve Annual Return section 2 – Accounting Statements 2015/16

170516/12.8.1 Proposed by Councillor PR, seconded by Councillor RR, all in favour and it was RESOLVED that the AR Section 2 to be approved. Chairman signed the AR Section 2.

170516/12.8.2 Chairman signed:

- A copy of cashbook for 2015/16 Financial Year.
- Bank reconciliation for year ended 31 Mar 16.
- Supporting statement 2015/16.

170516/12.9 To Approve Internal Auditor report for 2015/16

170516/12.9.1 Proposed by Councillor PB, seconded by Councillor RCT, all in favour and it was RESOLVED that the Auditor's Report to be approved.

170516/12.9.2 Thank you expressed by the Chairman for Cllrs RCT, PR & RR for all the work done. Thank you to Clerk.

170516/13 Environmental Maintenance Request – map and table re-attached to provide with the details of Kings Ripton maintenance regimes - including grass cutting in the parish

170516/13.1 Plans marked and table filled in by the chairman.

Note since meeting: Plan and table are posted to HDC.

170516/13.2 Whole village needs clearing – verges and footpaths all overgrown. Clerk to chase CCC. Cllr RCT can be contacted to show around.

Clerk

170516/13.3 Arrange Allotments to clear out later in the year.

170516/14 Boundary changes, PC response to Local Government Boundary Commission for England re: final solution to split Kings Ripton from Abbots Ripton Communities apart which are geographically linked.

140516/14.1 Clerk circulated a draft letter. Chairman will add a paragraph which needs to be emailed to alex.hinds@lgbce.org.uk as suggested by CCC Cllr M Tew.

MK

170516/15 To Consider Purchasing HM Queen Elizabeth II 90th Birthday Commemorative Medal, Cllr R Carey-Townsend

170516/15.1 Cllr RCT reported that John Ray from Broughton Parish Council is looking to presenting the commemorative coin for the Queens 90th to the children of Broughton. To get a better deal Cllr RCT proposed to order a joint quantity of 50 coins and to include the children of Kings Ripton. Clerk to email.

Clerk

170516/15.2 Members discussed and decided not to go ahead as PC has not budgeted for that.

Note since meeting: Email sent as requested.

170516/16 Parish Plan: Kings Ripton Community Led plan consultation, update
170516/16.1 A few more responses received. 27 households expressed opinion out of 80. Parishioners were informed twice. Chair scored the results and all parishioners' comments are noted. Chairman is now trying to summarise the most common suggestions. Documents circulated to members by chair (document dated May 16).

It was agreed to hold a public meeting, as a final stage in the consultation. Councillors will prepare summaries of views so far to present at that meeting and seek further comments.

One member of the public joins the meeting

170516/16.2 Chairman will now email the suggested days for the consultation for the village, preferably Saturday morning. HDC planners to be invited. Cllr Howe will look into this too and will inform the PC.

RH,
MK

170516/17 To Note Secret Garden Party, update Cllr Carey-Townsend

170516/17.1 Cllr RCT went to the Secret Garden Party meeting. Another meeting with organizers is set for Jun 16 re: sound management system, security measures and traffic management. The organizers are hoping things will go well as last year. Going to close Kings Ripton Road again. In next RAN re: closure of roads which will be open to local residents only. The road passed Jubilee park will be closed to general public. The Parish Plan consultation revealed that parishioners are happier with the festival now after all measures been taken into account.

170516/18 Members' Reports

170516/18.1 There were no members' reports.

170516/19 Correspondence

170516/19.1 Presented to members prior to the meeting.

170516/20 Matters to be raised by members for the next agenda

170516/20.1 Community Led Plan meeting to be set before the school holidays. Chair will send some days round.

170516/20.2 Allotments might need to be tidied up.

170516/21 Date of the next meeting: Tue 19 Jul 16

Meeting finished at 8.14 pm

These minutes are considered draft until ratified at the Parish Council meeting

Date

Chairman: Michael Krause