EAST GOSCOTE PARISH COUNCIL

Minutes of the Annual General Meeting held on Wednesday 15th May 2019 at 6.00pm in the Village Hall.

Present:

Cllr Malpus Cllr L Needham
Cllr C Duffy Cllr S Gerrard
Cllr R Merry- Howe Cllr M Webbon

Mrs L Pizer (Clerk) 2 Members of the public

19/011 **Co-option of New Members**

19/012 **Election of Chairman**

Cllr John Malpus was elected as Chairman and duly signed the declaration of office.

19/013 **Election of Vice Chairman**

Cllr Duffy was elected as Vice-Chairman and duly signed the declaration of office.

19/014 **Declarations of Acceptance of Office**

The Proper Officer duly signed the declarations of office from the Chair and Vice Chair.

19/015 Declarations of interests/Register of Interest to be Updated

Cllr Malpus re Chairman's Allowance, Long Furrow and Library Cllr Duffy re Vice-Chairman's Allowance, and the village hall

All Councillors were given their register of interests form and asked to complete within 28 days.

19/016 Matters arising from the public (Meeting adjourned)

19/017 **Apologies for Absence**. Cllr D Cannon - apologies was approved as he was on holiday. He has visited the office and signed his acceptance of office form. Cllr Kevin Preston confirmed that he will not be re-applying for the position of Parish Councillor for the time being. We have three vacancies and one resident who will be considered at our June meeting.

19/018 To confirm the minutes of the last meeting (March 13th 2019)

The minutes were agreed as a true and accurate record of the proceedings.

19/019 Matters arising from the Minutes

- 18/227 Community response plan Cllr Needham confirmed that she has been in touch with LCC and arranged a date to commence the process of writing a plan.
- 18/233 The brass plaque has been received and will be installed on the bench this week.
- 18/245 The fitness equipment was attended to by a repair team on Tuesday 14th May.
- 18/256 The tree on Weavers Wynd has been removed following a professional tree inspection.
- 18/264 The defib and cabinet have been received. Mr Smith is struggling to arrange an electrician to fit the equipment.
 - The clerk still to arrange a training event and the purchase of a plaque
- 18/266 Sunken area outside the school gate The Chairman confirmed that the water drains from the library via

19/020 Matters arising from the Police

None present

19/021 Reports from Reps on other Committees

VHMC – A meeting was held on April 29th 2019. Cllr Cathy Duffy gave out a written report to Councillors present.

• AGM June 3rd 6.00pm in the Council offices

The Village hall Chairman wished to thank the committee members for their dedication and enthusiasm in keeping our village hall to a high standard.

LONG FURROW – The magazine is on our website and currently with the printers.

NEIGHBOURHOOD WATCH -

TREES – Visual checks were carried out –

LIBRARY UPDATE –The AGM is on Wednesday 29th May.

PARISH APP/WEBSITE UPDATE – Total app downloads amounted to 738 (731) in April. Website page views over the last 12 months amounted to 6082 (6090 previous)

19/022 To agree annual Subs and Donations

RESOLVED that we subscribe to all the associations/societies listed on the attached sheet.

Donations with their own budget were agreed as follows:

VHMC – Cllr Duffy took no part in this decision. £500

Long Furrow - Cllr Malpus and Cllr Cannon left the room. The Long Furrow Committee have written in asking for a larger donation to cover the cost of a Colour edition which is to be delivered to every household.

Library - A letter has been received from the Library

Friendship Club –a letter has been received requesting help towards their insurance costs.

19/023 **Presentation of Deed and Trust Instruments**

All documents were available for inspection by members.

19/024 Confirmation of Cheque Signatories for 2019/20.

Current cheque signatories are: L Pizer our financial officer, Cllr Duffy, Cllr Malpus Cllr Needham and Cllr Merry-Howe. These are adequate and no changes are required.

19/025 **Appointment of Representatives**

RESOLVED that representatives were appointed as per the attached sheet.

19/026 **Proposed Accounts**

Accounts to the sum of £3968.61 were accepted by the council for May and £5140.26 for April.

19/027 To approve the Village Hall's Annual Accounts (C Duffy declared her interest)

The annual accounts were presented to all Councillors.

RESOLVED that the accounts be approved by the Parish Council (trustees).

Councillor Malpus signed the accounts on behalf of the Council

19/028 Correspondence

A List of correspondence received for May was issued to all Councillors present.

• Library request to run Christmas Event with support/funding from the Parish Council – future agenda

19/029 Planning Matters

19/030 a)To approve the Chairman/Vice Chairman's Allowance payable for the year commencing May 2019

• The Chairman/Vice Chairman declared their prejudicial interest and in turn left the room.

RESOLVED that the Chairman's allowance be added to the Vice-Chairman's allowance and both would be paid on a claims basis. This can be used for attendance at civic duties, meetings, training, clerk's briefings and travel. Maximum amount available between the Chair and Vice-Chair is £700. A further amount of £100 will be available for the purchase of gifts for retiring Councillors/staff if required. The allowance is to be paid upon completion of one year's service in April 2020 and is not paid on a monthly basis.

19/031 To consider the Annual Playground Inspection Report

The Clerk has emailed all Councillors with the full inspection report and risk assessment. It was noted that mainly all play areas are low risk and the identified actions will be addressed if possible by our caretaker. There is one area of high risk which is the Springy

19/032 **Review of Policies**

All Councillors were issued with a list of our policies which highlighted those which need updating/reviewing

19/033 Playing field Lease – update from meeting with Scouts/Charnwood.

We are still awaiting confirmation from our Solicitor that the document is ready to sign. The solicitor will then work on the lease with the Scout Group.

19/034 Council Waste services - update

Following notification that SERCO were offering a business waste collection service the Clerk looked into costs. She was informed that SERCO offer the same size bin (660 litre) at a cost of £13.50 per pick up – which is weekly

19/035 Community Speed watch

Paperwork has now been received from LCC and they have approved a date when we can run the speedwatch scheme in East Goscote. Details as follows:-

Date: Saturday 14th September until Friday 27th September

Actions:

- 1. We need to appoint a scheme co-ordinator
- 2. Recruit a minimum of 6 volunteers
- 3. Provide a suitable room for training
- 4. Complete check list by 3rd June

Once LCC have received the check list dates will be confirmed. A volunteer agreement will have to be signed to confirm they will follow policies and processes. A risk assessment of the sites will be carried out. Induction training will be arranged and all volunteers will have to take part.

19/036 To Review the Council Insurance Policy.

Our Current insurance policy is with Ecclesiastical through brokers "Came and

EGPC 15.05.19

Company" until 30th September 2020. The Council reviewed the policy and were happy that everything is covered.

19/037 Football issues – To approve the conditions of hire/policies

Councillors were provided with the policies prior to the meeting. RESOLVED to amend the conditions of hire to include "Two Half-Yearly Installments are paid in August and February and are non-refundable should the club fold. The deposit(key) may be returned at the Council's absolute discretion.

The conditions will be updated to reflect this and sent out to teams for next season. The policy for Management and Allocation of pitches was approved unchanged.

19/038 To ratify Pitch Allocations 2019/20

The Clerk informed Councillors of pitch requests made for next season. RESOLVED to allocate pitches as follows:-

- 1. Senior Pitch allocated to Syston AFC and East Goscote Juniors Under 18's
- 2. New Under 7/8 pitch allocated to East Goscote Junior Under 8's (one team now)
- 3. Under 9/10 (60 x 40) allocated to East Goscote Juniors Under 9's
- 4. Junior Pitch(80 x 50) allocated to East Goscote Juniors under 11's and Under 12's

As there are vacancies for two additional teams to use our facilities, should any applications be received, the Clerk will offer use in accordance with our terms and conditions. If demand exceeds supply for the remaining two pitches, this will be brought back to the council for consideration.

19/039 **To Appoint an Internal Auditor**

RESOLVED that Mr Richard Wilcox (Redwood Pryor) be appointed to carry out the internal audit for the accounts ending March 2019 (this is in progress and is expecting to be signed off with findings reported to the council at the next meeting). Mr Wilcox will also be asked to carry out the audit for this current financial year ending March 2019. He submitted terms and conditions which will be signed. There will be a fixed fee of £250 for completion of the internal audit.

19/040 **To review our Standing Orders**.

The Chair and Vice Chair agreed to work through the standing orders, to decide if there are any amendments.

19/041 **Maintenance sheets** – were handed in by Councillors

19/042 Items Approved for expenditure

Subs and Donations Chairman's Allowance
Vice Chairman's Allowance Internal Auditor
Insurance policy

19/043 Urgent items by permission of the Chairman

The Meeting closed at 8.50pm

L. Pizer 16th May 2019