Minutes of the Parish Council AGM Meeting of High Stoy Parish Council Held 22nd May 2017 at Hermitage Village Hall 7:30 pm

**Present:** PCllrs George Grazebrook, David Whiteoak, Eveline Jones, Kevin Pescott, Peter Rowland.

DCllr Mary Penfold. Amy Sellick (Clerk), Kerry Straughan (ex-Clerk), 4 members of the public including Ray Dickerson, Wendy Hounsell and Alan Ward.

|  |  |  |
| --- | --- | --- |
| Item Number | Item | Actioned By |
| 1 | Election of Chairman: Cllr Grazebrook was proposed for Chairman by Cllr Eveline Jones, seconded by Cllr Kevin Pescott. Cllr Grazebook took the Chair for the remainder of this meeting. |  |
| 2 | Election of Vice Chairman: Cllr Whiteoak was proposed for Vice-Chairman by Cllr George Grazebrook, seconded by Cllr Kevin Pescott.  |  |
| 3 | Declarations of Acceptance of Office were signed by Chairman and Vice Chairman. | Clerk (AS) to put on website |
| 4 | Apologies: Dawn Griffin, Paul Thatcher. |  |
| 5 | Declaration of Interests and Requests for Dispensation: None.Register of Interests for 2017-2018 were renewed for present Cllrs. | Clerk (AS) to follow up with Dawn Griffin. |
| 6 | Minutes from the meeting held on 7th February 2017 were confirmed and signed by the Chairman. |  |
| 7 | Matters arising from the meeting held 7th February: Notification of any historic footpaths Parish Council wish to reclaim. It was resolved to circulate maps of footpaths to determine whether any are missing. | Clerk to scan maps and put copies on website. Ray to put in WVM. |
| 8 | Highways Matters: Cllr Kevin Pescott reported that gullies have been emptied by Council Contractors, but corners of some verges have been worn away in the process. DCllr Mary Penfold noted that she will be visiting gullies with Paul Thatcher on 9th June and can mention this to him then. Mary resolved to contact Chairman George ahead of this date to discuss. |  |
| 9 | Footpath Matters: None |  |
| 10 | Planning Applications: Since the Agenda was circulated planning proposal appeal WD/D/16/0001770 has been declined. Nothing further to report. |  |
| 11 | Actions from correspondence:* NALC Tree Charter: it was agreed, although High Stoy PD support the cause, the Parish does not have sufficient public land to support planting schemes.
* NALC Nations Tribute to commemorate 100 years since end of WW1, to light beacons across UK on 11th November 2018: it was agreed to circulate information in the WVM to see if anyone would like to champion this.
 | Clerk (AS) to approach Bridget Gordge for Batcombe |
| 12 | Financial Matters:* Clerk provided members with an up to date Account Balance.
* Annual Audit was reviewed, noting amendment to Assets. There was discussion regarding the Hermitage Phone Box and whether PC own this or BT. It was noted that Assets have been updated to remove PC (now written off).
* 2017-2018 Insurance Policy, with revised assets, was approved. It was agreed that this can be amended to include Phone Box is necessary at a future date.
* Risk Assessment was reviewed. It was agreed to circulate this to Cllrs for comment ahead of Audit submission (19th July).
* Retrospective items for payment were approved.
* Resolved to pay: Zurich Municipal Insurance - £164.52, Costs for internal audit to Colin House - £30.00, and c. £80.00 for 2 portable hard drives to back up Clerks laptop.
 | Clerk and exClerk to locate Phone Box contract and follow up with BT.Clerk to circulate to Cllrs.Clerk to make payment. |
| 13 | Other Business:* Chairman George Grazebrook thanked Ray Dickerson for this contribution as Footpaths Officers. In light of Ray’s impending re-location, it was noted that we are advertising for someone to take this position when he moves.
* George mentioned that he has cleaned up road and village signs in Hermitage. There is uncertainty whether there are standards which need to be adhered to regarding state of village signs and what the costs are of ensuring signs are up to this standard.
* Date for next meeting: 12th September 2017, 7.30pm at Hermitage Village Hall.
 | Clerk to follow up with Paul Thatcher. |
|  | Meeting closed at 8:20pm. |  |

These minutes are to be signed by the Chairman after approval at the next meeting of the Parish Council.

Signed;……………………………………………………………………………………………