

Capenhurst and Ledsham Parish Council
Minutes of Parish Council
Annual General Meeting

Date	Tuesday 3 rd May 2022
Time	7pm
Attended	Ann Clowes, Tania Foster, Joyce Tomlinson, Gareth Baker, Colette Francis, Christine Pemberton, Gareth Baker, Simon Eardley, Amy Taylor
Location & Details	Village Hall

1	<p>Annual General Meeting</p> <p>1) Apologies – Tracey Royle, Joanna Pemberton, Neil/Grace – Urenco, Dori Miller</p> <p>2) Chairs Report – see attachment</p> <p>3) RFO's Report – Expenditure, £2,103.03, Income, £2,200.00 In Bank, £12,423.51 of which £2,548.92 ring fenced Expenditure since last meeting £455.10 (Auditors fee) A VAT claim has been made and will be made in April every year.</p> <p>4) Letter from the current Vice Chair was read out with her resignation</p> <p>5) Election of Officers – Ann Clowes was nominated as Chair by Christine Pemberton, seconded by Joyce Tomlinson, all present agreed and Ann Clowes accepted the post for another year. Tania Foster was nominated for the position of Vice Chair by Ann Clowes and seconded by Colette Francis, all present agreed and Tania Foster accepted the position.</p> <p>6) Christine Pemberton and Tracey Royle were nominated and Christine Pemberton accepted the roles of Community Liaison to Urenco. Tracey to be approached to take on this role.</p> <p>7) The minutes of the 2021 AGM were agreed and adopted by all present.</p> <p>8) Date of the next AGM will be Tuesday 9th May at 7pm in the Village Hall</p>	
1	<p>1) Apologies as above</p> <p>2) New Declaration of Interest forms were distributed, the new Code of Conduct requires more information regarding property to be included. They have to be lodged with the Council who will upload them to their website. This is a legal requirement. Several of the Councillors present were unhappy with this and it was asked for clarification regarding this specifically where it is published and who can access the information.</p> <p>3) Minutes of the meeting 1/3/2022 to be discussed in Part 2 as a member of the public is in attendance.</p>	CB

	<p>4) Dates of future meetings. Tuesday 5th July. 7pm, Urenco Tuesday 6th September, 7pm, Village Hall</p> <p>There followed a discussion over the use of the Parish Room in the school, the school have quoted a figure of £45 per hour to use the room. It was pointed out that the land for the school was gifted with a requirement for a room to be available for village use. Unfortunately there are no records available to us to prove this and it was agreed that the amount for hiring was not a good use of the Parish Council funds and would lead to further increases in the Precept. It was agreed that should proof be found then we would approach the Head Mistress of the school.</p>	
2	<p>a) No visiting Officers b) Visiting Members – Simon Eardley – The members budget is now open but will be closing earlier than it usually does. An issue with a manhole cover has been dealt with. Issues with CWAC tax rises are ongoing, however additional charges such as waste at Recycle Centres has now been abandoned. Reminded all of the Art Exhibition in the village this weekend. Urenco aim to start their Community Liaison meetings again from June. Questions asked included, the Green Bin charges for churches, Simon to look into for the church and report back. Capenhurst Lane and the state of it, we were told that holes have to be deeper than two inches and will only then be filled not a complete resurface. The Council have no plans to resurface. Simon will arrange a walk around with the council as TF pointed out the issues outside her property with cars having to use the verge due to the width of the road at that point. c) No members of the public speaking d) No correspondence from members of the public. e) Website update – The website is now live and being populated, all the policies and minutes are being put on it and in the future Ashley will add as necessary. f) Art Exhibition in the Village Christine Pemberton pointed out that the Litter Pick was poorly attended and she was disappointed with the support and turnout. It was agreed that another should be held in July with more publicity. 16th/17th July suggested</p>	
3	<p>Insurance renewal – The quote for the insurance renewal has increased from £218 to £618 for the year, this is due to the insurers no longer providing a small councils policy. The Clerk to get quotes from other insurers, it was agreed that approval for a new insurance policy could be agreed by email with the Councillors as the renewal was prior to the next meeting.</p>	
4	<p>CWAC and other organisations – All correspondence has been sent to the councillors as received and is assumed read</p>	
5	<p>1) Ring Fencing designated funds – It was agreed by all present that the monies for the Village Plan and the donation for Britain in Bloom should be ring fenced within the accounts.</p>	

	<p>Simon Eardley will send details of someone who could talk to us about a village plan.</p> <p>2) Agreement to costs of PAYE – a one year contract for the provision of PAYE services will be £120.00, also the Clerks wage to be paid at a rate of £13 per hour. All present agreed to this being done.</p> <p>3) AGAR form – all present agreed to this being completed, signed and sent off.</p> <p>4) Review of policies and re-adoption – All policies reviewed and all present agreed to re-adoption of them. Included Code of Conduct, Transparency Code, Risk Assessment, Financial Policy including Financial Risk Assessment, Standing Orders</p>	
6	<p>Any other business: Email from Aura Power concerning battery storage, no planning application as yet but concerns that it is Green field land.</p> <ul style="list-style-type: none"> - Issues with Young People on the Sports Field, the ‘owners’ are going to be fencing it to stop any issues but have a boundary dispute currently. - In Bloom – Urenco are paying for two new benches, CF has bought and paid for them and is invoicing Urenco. There was a discussion over siting and fixing them. £530 of plants have been purchased from Premier Plants, all present agreed that the invoice could be paid. - Jubilee – All licences have been submitted and paid for by TF, bunting around the green and gold crowns to be fitted. TF will invoice the Parish Council who will invoice Urenco for the costs. 	
	<p>Part 2</p> <p>Minutes of the meeting 1st March 2022, no matters arising from them, proposed they be adopted by Ann Clowes, seconded by Christine Pemberton, all present agreed and were signed by the Chair as a true record.</p>	
7	Meeting closed at 22:15pm	

Minutes Approved

Date of Meeting.....