

GISSING PARISH COUNCIL
Minutes of the Parish Council Meeting
On Tuesday 11th June 2019 8.30 pm
at Gissing Community Building

Councillors Present: Cllr J Cromley (Chair), Cllr D Eddington, Cllr Matthew Harrowven, Cllr M Harrowven and Cllr S Sell

In attendance: Sara Campbell (Parish Clerk) 1 member of the public.

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| 1. | To record apologies for absence None | |
| 2. | To record declarations of interest in items on the agenda None | |
| 3. | To approve the Minutes of the previous meeting held on 14th May, 2019: The minutes of the meeting held on 14 th May, 2019 previously circulated to all Members of the Council were proposed by Cllr Mike Harrowven, seconded Cllr J Cromley and unanimously agreed. | |
| 4. | Adjourn the meeting to allow public participation: 4.1 Parishioners questions or comments: A member of the public attending the meeting enquired what the Parish Council and District Council are doing to mitigate climate change. A brief discussion took place, suggestions were:- <ul style="list-style-type: none"> - Allotments to encourage people to grow their own food - Fun Run to encourage people to walk rather than use their car - Car Share - Keep footpaths open - Encourage parishioners to avoid using chemicals in their garden - Tree planting to absorb emissions Cllr Sell asked the Clerk to provide copies of the bus timetable and for them to be displayed at the bus stops. | Clerk |
| 5. | Re-convene the meeting | |
| 6. | To receive an update on the sale of the Village Hall The Village Hall has asked for a grant of £2,040 towards the legal fees incurred with the handling of the sale of the Village Hall. Cllr Mike Harrowven proposed the Parish Council give the grant to the Village Hall, Cllr Mathew Harrowven seconded and the Council unanimously agreed. | |
| 7. | To discuss the plans for the completion of the Gissing Community Building carpark Clerk to contact County Cllr B Spratt requesting some funding for this project. | |

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| 8. | To consider a tree planting plan across the Parish Councillors discussed the various options for tree planting throughout the Parish, also, the future maintenance of any trees planted. It was decided to undertake a Parish Survey and ask parishioners what trees they would like and where? | |
| 9. | To consider the replacement of Parish Noticeboards: The Parish currently has three noticeboards. Cllr Sell said he would ask a member of the parish if they would be able to repair the current noticeboards and/or make new. | Cllr Sell |
| 10. | To consider how the commons, verges and parish land can be protected from illegal vehicular access: It was agreed that the risks need to be identified. It was agreed that this should be added to the proposed Parish Survey. | |

11. **FINANCE – 11 June 2019****AUTHORISATION FOR PAYMENT:**

| PAY TYPE | PAYEE | DESCRIPTION | ACTUAL AMOUNT | VAT |
|----------------|----------------------------------|----------------|-----------------|-----|
| 100658 | Anne E Barnes | Internal Audit | 60.00 | |
| 100659 | The Primrose Press | B4RN Leaflet | 42.80 | |
| 100660 | Browns Timber | Fencing | 30.24 | |
| 100661 | The Heart of Gissing | Hall Hire | 10.50 | |
| 100662 | Business Services CAS | Insurance | 154.28 | |
| 100663 | Gissing Village Hall Association | Grant | 2,040.00 | |
| 100664 | Gissing Childrens Centre | S137 Donation | 10.00 | |
| TOTAL £ | | | 2,347.82 | |

RECEIPTS THIS MONTH:

| Date | Account | Received From | Amount |
|------|---------|---------------|--------|
| | | | |
| | | | |

11.2 **RESPONSIBLE FINANCE OFFICER REPORT:**

| Details | CR | DR | |
|---|----------|----------|-----------------|
| Cash Book Balance Brought Forward (Community Account 00473138) A | 7,716.42 | | |
| Receipts this month (Community Account listed above): B | | | |
| Payments this month (listed above): C | | 2,347.82 | |
| Cash Book Balance Carried Forward (=A+B-C) Community Account Balance | | | 5,368.60 |
| Community Account Balance – Allocated Funds (Listed Below) = | | | (1,610.00) |
| AVAILABLE TO SPEND | | | 3,758.60 |

| RESERVE ACCOUNT | | | |
|------------------------|---|---------------------------|------------------------------------|
| | Business Premium 50340898 | | 362.78 |
| 11.3 | ALLOCATED FUNDS | | |
| | Details | Balance 1/4/18 | CR/DR |
| | Dr J B Philip Memorial Fund | 1,610.00 | |
| | TOTAL £ | 1,610.00 | 1,610.00 |
| | PARISH LAND ACCOUNTS | | |
| | Business Premium 50573639 COIF Account 45216001T (460 units held) | | 1,264.42 7,165.24 |
| 12. | <p>To agree that the Council meets the criteria for 2018/19 to be an exempt authority and is not subject to a PKF Littlejohn limited assurance review:</p> <p>Proposed Cllr Mike Harrowven , seconded Cllr Cromley and unanimously agreed.</p> | | |
| 13. | <p>To review the Annual Internal Audit Report and approve Sections 1 & 2 of the Annual Governance and Accountability Return (AGAR) Part 2:</p> <p>The Clerk read the Accounting Statements 1-8 in Section 1 - Page 5 of 6 of the AGAR, the Council responded YES to each statement and confirmed the statement relating to the Council being a Sole Managing Trustee was not applicable. The Clerk and the Chair duly signed the statement.</p> <p>The Clerk read and explained the figures in the Accounting Statements 2018/19 in Section 2 – Page 6 of 6 of the AGAR – The Chair signed to approve the Accounting Statements.</p> | | |
| 14. | <p>Time and date of next meeting: Parish Council Meeting – 9 July, 2019 at 7.30pm, Gissing Community Building</p> | | |
| | Meeting Closed at 10.05 pm | | |