

DRAFT MINUTES OF CUTSDEAN ANNUAL PARISH MEETING
7.30 PM TUESDAY MAY17th IN THE CHURCH
No members of the public attended

DRAFT MINUTES CUTSDEAN PARISH COUNCIL ANNUAL MEETING

1.Election of chairman.

Denny Beetson: Prop: David Wright Sec: Ted Smith

2.Election of vice chairman

Ted Smith: Prop: Matt Butler Sec: Denny Beetson

3.Signed declaration of office for the above positions duly completed

4.Apologies

Cllr. Moor (Written Report submitted and circulated)

5.Minutes of council meeting held on March 15 2016 approved and signed

6.Matters arising: Tree trimming. Clerk asked to contact Highways as the condition of the trees in Sandy Lane could become dangerous this season. A light trim would not suffice.

7.Finance

1. The audited accounts April 2015- March 2016, and bank reconciliation were received and signed by the chairman. An interim statement on the transparency budget was noted.

2. Payments authorised:

Insurance premium to Community First: £155.38

Sub to GAPTC £31.00

Card payments

Presentation (see below) £50.00

Laptop (PCW) £280.00

Printer (PCW) £49.99

3. Internal auditor's report: David Spurling had carried out the audit, had no substantial observations, and had signed page 5 of the Annual Return. It was noted that David had acted pro bono as the Council's auditor for a number of years and was stepping down this year. It was agreed to make a presentation of a £50.00 gift voucher to David in recognition of his service over the years. The clerk reminded the council that they needed to appoint a new auditor and that one option was the use of the GAPTC service (at £80.00). The clerk was asked to research further. The council stated it had complied with page 2 of the Annual Return which was duly signed by the chairman.

4. The bank signatory panel was reviewed and found to be correct. (i.e. all four members are signatories. There are no others.)

8. Report on progress of parish website.

Cllr. Butler and the clerk had examined various quotes and it was agreed that Ian Piper should be engaged as per quotation (£300 design, £105 admin and training and annual cost (domain renewal £5.00) The clerk asked that Microsoft Office be included at an annual fee of £60.pa. The council approved the total expenditure of £545.00 in addition to equipment already purchased. Cllr Smith enquired whether the website would have an "interactive" noticeboard. Clerk to consult Mr. Piper.

9. Matters arising. See above

AOB: The council expressed thanks that the Sheepwash and info board had been "Refreshed" . Cllrs. Reported that the Gigaclear fibre broadband campaign had produced an encouraging response and it was hoped that connectivity might be achieved by the end of the year.

10. Correspondence since last meeting. Circulated by email.

11. Date for the next meeting. July 12th Rainbows End.

Signed:.....dated2016

*Clerk to the Council: Peter Forshaw 68 Grettton Rd Winchcombe GL545EL
Tel: 01242 602 593*