

DUNHAM ON TRENT WITH RAGNALL, DARLTON AND FLEDBOROUGH PARISH COUNCIL

Minutes of the ANNUAL GENERAL MEETING held on Tuesday the 8th of May 2018 which commenced at 19.10 hours. The meeting was held at the Millennium Hall, Low Street, Dunham on Trent.

Present: Councillors L Sharpe, M Barden, I Oakden, S Oakden, J Starmer, P McKechnie, C Hamilton, C Booth, R Grimes, K Watkinson, R Horsted & D Moss.

5/18/1. Election of Chairman & Vice Chairman
Cllr. Madeline Barden was elected as Chairman.
Cllr. Ian Oakden was elected as Vice Chairman.

Both Councillors signed the Acceptance of Office documentation which was witnessed by the Proper Officer.

Cllr. Barden took the Chair and wished to record her thanks to the outgoing Chairman (Cllr. Lyn Sharpe).

5/18/2. Apologies for absence.
Apologies were received from Cllr. Briscoe & Cllr. A Hamilton. NOTED.

5/18/3. Declarations of Interest.
None made.

5/18/4. Councillors Reports and Initiatives.
The Chairman produced a comprehensive list of headings for discussion at future meetings including: -
Green Environment, Transport, Leisure, Choir, A57, Sports, Events, Newsletter, Age UK, Church and Parish Magazine.

A copy of this document is attached to these minutes.

Agenda item for July 2018 meeting.

Visibility Issues for motorists leaving St Oswald's Park was raised.

Agenda item for July 2018 meeting.

3 members kindly volunteered to be involved with a Speed Watch initiative.

Agenda item for July 2018 meeting.
Request to have Speed Camera Police Vehicle on the A57 within the Parish Boundary.

Agenda item for the July 2018 meeting.

Cllr. Hamilton advised members that she had received a quote for play equipment at Darlton and it was: AGREED to proceed with this project. Clerk to obtain two additional quotes and submit a grant application in due course.

5/18/5. To approve the Minutes of the meeting held on the 10th of April 2018.

The Minutes of the previous meeting were ACCEPTED (unanimously) and were duly signed by the Chairman.

5/18/6. Matters arising.

Speeding vehicles in Dunham, it was: AGREED to invite the Police to attend the next meeting of the Parish Council.

The Clerk reported that the deeds to the Reptile Garden had been located.

5/18/7. Police, County Cllr. & District Cllrs. Reports.

No Police Report had been received.

See APM minutes for other reports.

5/18/8. Acceptance of Accounts, Annual Governance Statements & Completion of Annual Return.

It was: AGREED (unanimously) to ACCEPT the accounts subject to audit procedure and a copy of the Annual Governance Statement for 2017/2018 is appended to these minutes.

The Clerk was authorised to complete and submit the Annual Return under the EXEMPT Authority Legislation.

It was: NOTED that no rent had been received for the allotments in 2016/17 or 2017/2018 FY. Clerk to investigate the location of the Deeds and or any legal documentation.

Agenda item for the July 2018 meeting.

It was further agreed to have all expenditure listed on the website excluding salaries. Clerk to action.

The legislation only requires expenditure over £500 to be listed but as only 60 cheques are issued each year it was considered worthwhile.

5/18/9. Bills for Payment.

The following invoices were submitted for payment authority.

S Bowman expenses £111.63

Notts CC Pension payment 84.82

HMRC 72.80

Malcolm Lane £1551.60 (Street Furniture)
Lengthsman £147.75

It was: AGREED (unanimously) to authorise payment of the invoices listed and the salary.

5/18/10. Insurance – Annual Review of Risks and Policy.
The Clerk confirmed that he had completed the annual review of the Insurance Risks and Policy in accordance with Standing Orders.

Came & Co would be retained as Council's insurers for 2018/2019.

5/18/11. Correspondence.
Mr & Mrs O relating to the allotments.

Agenda item for the July 2018 meeting to allow time to investigate further.

Charity Bike ride in aid of the Air Ambulance. Details to be circulated by the Clerk.

5/18/12. Intentional deletion.

5/18/13. Planning Applications and Determinations.
Please see the APM minutes.

5/18/14. Risk Review & Asset Inspection
a. Accidents.
A57 5th May 2018 at 07.45
b. Footpaths and Parish Lanes.
Issue with a stile in Dunham. Clerk to investigate.
c. Highway.
Street light No 9 on Laneham Road (on permanently).

5/18/15. Lengthsman Report.
The Lengthsman Report was discussed. NOTED.

5/18/16. Agenda Items for the next meeting.
Bus Stop at the Parish Hall.

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Cllr. M Barden

Dated.....

Annual Governance Statement 2017/2018.

Dunham on Trent with Fledborough, Darlton & Ragnall Parish Council acknowledge as the members of the aforementioned Parish Council our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2018, that:

1. We have put in place arrangements for the effective financial management during the year, and for the preparation of the accounting statements.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
3. We took all reasonable steps to assure ourselves that there were no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.
4. We provide proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.
7. We took appropriate action on all matters raised in reports from internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.
9. This Council has no Trust Funds.