

FORTON PARISH COUNCIL

Minutes of Meeting Held on Wednesday 19th July 2017

PRESENT: Cllrs. S Tomkinson (Chair), D Toon (Vice Chair), P Hammond, S Spencer

IN ATTENDANCE: C Little (Clerk)

APOLOGIES: Cllrs. D Carver (RFO), E DeQuincey

1. Apologies for Absence:

Apologies accepted from Cllr. Carver and Cllr. DeQuincey

2. Declaration of Councillors personal interests:

No interests were declared.

3. Minutes of Meeting held on Wednesday 10th May 2017 and matters arising not on this agenda:

Minutes were agreed and signed by the Chairman. It was noted that none of the potholes previously reported had been repaired. The Clerk agreed to establish the current status of the incidents.

Action Clerk

4. Financial report and authority for payments:

4.1 2017/2018 Quarter Two

The financial statement dated 13 July 2017 was agreed to balance to the latest bank statements received with a closing balance of £698.18 and the Chairman signed the statement.

4.2 Bank Statement Reconciliation

Current Account Statement @ 05 June 2017	£110.00
Reserve Account Statement @ 05 June 2017	£588.18
Reconciliation TOTAL	£698.18

4.3 Payments Approved

Precept Payments	Budget £ p	Actual to Pay £ p
Clerk's Salary (gross) – 2nd quarter	103.04	103.04
Clerk's Expenses – 2nd quarter	t.b.a.	nil

4.4 Annual Audit 2016/2017

The External Audit report is awaited. Copies of the Annual Return once received together with the notice for Local Government Electors stating their rights in respect of inspecting the return should be displayed on the website and for a minimum of 14 days on the notice boards. Under the Government's current audit arrangements there will be no charge for this year's audit.

4.5 Workplace Pension Scheme

Our clerk, Carol Little, having been informed of her rights with regard to a Workplace Pension Scheme, has re-confirmed in a letter dated 04 July 2017 that she does not wish the council to provide her with a WPPS.

The RFO has now made a 'Declaration of Compliance' to The Pensions Regulator (prior to the deadline of 1st December 2017). This declaration will hold good for 3 years at which time it will have to be reviewed, or earlier should circumstances change before that time.

5. Planning Applications:

Planning application 17/26644/FUL was considered in depth and no objections were raised. Councillors were supportive of a build to finally complete the development. Whilst Councillors have historically expressed concerns with regard to drainage in this area they have observed that the system put in place by the adjoining property appears to be effective and feel that if this build is addressed in the same way they would have no other comments. The clerk agreed to report back to the planning department.

Action Clerk

6. Matters requiring attention in the Parish:

Cllr. Hammond reported that verges on A519 approaching the island on the A41 had significant litter scattered around. The clerk agreed to arrange removal.

Action Clerk

7. Any Other business:

7.1 The clerk confirmed that Cllr. Winnington's secretary had written to confirm the offer of a meeting at 2:30 on 27th July meeting at Forton Parish Rooms. Cllr. Tomkinson, Cllr. Carver, Cllr. Toon and Cllr. Hammond agreed to attend. The clerk agreed to confirm this with Cllr. Winnington's secretary.

Action Clerk

7.2 Since the agenda had been issued the clerk had received planning application 17/26452/HOU submitted by Cllr. Hammond. Cllr. Hammond offered to leave the room to allow his application to be discussed. The Chairman invited Cllr. Hammond to explain the application which he did. No comments were made. The clerk agreed to report back to the planning department accordingly.

Action Clerk

7.3 The clerk reminded Councillors about a collaboration meeting to be held at Seighford village Hall at 7pm on 27th July. The clerk agreed to obtain some background information about the collaboration ahead of the meeting.

Action Clerk

8. Correspondence:

The clerk shared an invitation to the National Memorial Arboretum for a workshop and tour on 2nd August. Cllr Toon requested more details. The clerk agreed to forward the email to councillors.

Action Clerk

9. Date of next Meeting:

Wednesday 15th November 2017

The meeting was closed by the Chairman at **19:50 p.m.**