LEIGHTON BROMSWOLD PARISH COUNCIL

Chairman: Bohdan Mysak; Clerk to the Council: Ms Ramune Mimiene

Minutes of the Extraordinary Parish Council Meeting held on Thursday 26 April 2018 at 7:00 at the Church

Present — Parish Councillors: B Mysak (Chairman), Gavin Troughton (Deputy Chairman), N Cook, Julie Taylor
Clerk: Ms R Mimiene.
5 members of the public.

OPEN MEETING

2018/19

1804/279 **To Receive Apologies and Reasons for Non-Attendance**

1804/279.1 Clerk reported that Cllr D Swanson sent apologies for lateness.

1804/280 **Declarations of Interests for Members (Disclosable Pecuniary Interests)**

1804/280.1 Cllr BM declared interest in Agenda item 1804/283 Planning.

1804/281 **To Note 2 Vacancies for a Parish Councilor – PC can co-opt to fill the Vacancies**

1804/281.1 Noted.

1804/282 **Elections 3 May 18: Notice of Uncontested Elections to Parish Council, 4 Nominations received**

1804/282.1 Noted.

1804/283 **Planning:**

- Proposal: Removal of existing extension: construction of new part single/part 2 storey extension to existing listed building, Site Address: 3 Sheep Street Leighton Bromswold Huntingdon, Ref: 18/00096/HHFUL, - The District Council has received further information in connection with the planning application that has been made for the development of the site, - Received from HDC on 10 Apr 18, PC comments within 14 days by 30 Apr 18.
- Proposal: Removal of existing extension: construction of new part single/part 2 storey extension to existing listed building, Site Address: 3 Sheep Street Leighton Bromswold Huntingdon, Ref: 18/00105/LBC

PC agreed that no comments to be made. Neither approve nor refuse. Clerk to notify HDC. — Clerk

Note since meeting: Clerk responded to HDC on 27 Apr 18.

1804/284 **Finance**

1804/284.1 Income YTD (31.03.18 for 2017/18) £7,114 v Budget £7,600; Expenditure YTD £7,091 v Budget £7,600

1804/284.2 Cashbook by 31/03/2018, noted.

1804/284.3 Bank Reconciliation (for Feb and Mar 18 carried) and Year End Bank Reconciliation – Balanced and Approved by PC. Bank download to be sent by Chairman. — BM

1804/284.4 Internal auditor visit set for Fri 27 Apr 18 at 10am.

1804/284.5 External Audit: Changes noted.

1804/284.6 To Approve Year End Accounts:

Proposal **Proposed by Cllr BM, seconded by Cllr JT, all in favour, and it was RESOLVED that the Year End Accounts are to be approved.** — **Carried**

1804/284.7 To Sign the Certificate of Exemption: Signed.

1804/284.8 To Approve AGAR Section 1 Annual Governance Statement 2017/18

Proposal **Proposed by Cllr NC, seconded by Cllr JT, all in favour, and it was RESOLVED that the AGAR Section 1 is to be approved.** — **Carried**

Cllr D Swanson joins the meeting.

1804/284.9 To Approve AGAR Section 2 Accounting Statement 2017/18

Proposal **Proposed by Cllr BM, seconded by Cllr NC, all in favour, and it was RESOLVED that the AGAR Section 2 is to be approved.** — **Carried**

1804/284.10 To Note and Approve Apr 18 payments which were approved by PC prior to the meeting:

				-£568.86		£0.00
Date	Cheque Numb	Payee and Description	Powers and Duties	Amount	VAT Clain	VAT Claim
03/04/2018	734	NetWise Invoices x2 : £15(Domain renewal 13/07/2018 to 12/07/2019) & £200 (Support & maintenance leightonbromswold pc.org.uk 11/05/2018 to 10/05/2019)	LGA 1972, s. 142	-£215.00	N	£0.00
03/04/2018	735	Clerk's wages Mar 18	LGA 1972, s111	-£317.76	N	£0.00
03/04/2018	736	HMRC Tax deductions from Clerk's wages Mar 2018	LGA 1972, s111	-£21.80	N	£0.00
03/04/2018	737	Clerk's expenses on running cost of PC Mar 18	LGA 1972, s111	-£14.30	N	£0.00
03/04/2018	DD	NEST pensions contributions Mar 18	LGA 1972, s111	-£35.74	N	£0.00

Proposal **Proposed by Councillor BM, seconded by Councillor GT, all in favour and it was RESOLVED that all items listed in 1804/284.10 are to be paid.** **Carried**

1804/284.11 Invoice for repainting of 5 seats/benches received for £185.00 from D. J. Nicholson. To be paid at May's meeting.

1804/285 **Set up of new PC Website**

1804/285.1 To Note Website Training – Online training run by NetWise, the website provider, was attended by Cllrs BM, GT and a Clerk. It was felt that PC have to list difficulties they face. When these areas are identified then to arrange a meeting and probably have a more complex training. Access to the demo site provided to PC. Cllrs need to log in and try the web site, so everyone is aware of the process. PC

Cllr GT and the Clerk been updating the website – adding Minutes, Agenda, photos.

5 members of the public join the meeting.

1804/286 **Correspondence**

1804/286.1 Correspondence list to be sent on Fridays. Planning to be sent straight away.

1803/287 **Councillors' Questions**

1803/287.1 There were no Cllr questions.

1804/288 **Date of the next Meeting:**

1804/288.1 Annual Parish Council Meeting 10 May 18 at 7.30pm at the Green Man

Meeting finished at 7.33pm.

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Date Chairman: Bohdan Mysak