

# LEIGHTON BROMSWOLD PARISH COUNCIL

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

## NOTICE and AGENDA

**3 Aug 2018**

Dear Member,

You are hereby summoned to attend the **Annual Parish Council Meeting** which will be held on Thursday **9 August 2018 at 7.30pm** at the Green Man to deal with the following business: Public and Press are invited to attend.

**OPEN MEETING**

**Each person wishing to address the Council can speak for a maximum of 3 minutes, subject to the Chairman's discretion. This part cannot be longer than 15 minutes.**

**2018/2019**

**Financial Year**

**1808/314**

**To Receive Apologies and Reasons for Non-Attendance**

**1808/315**

**Elect a Vice Chairman**

**1808/316**

**Declarations of Interests for Members**

**1808/317**

**To Receive and Approve the Minutes of the Parish Council Meeting on 10 May 2018**

**1808/318**

**Matters Arising from those Minutes not included below**

**1808/319**

**Consider co-option to fill 2 Vacancies on Parish Council**

**1808/320**

**Planning**

Proposal: Replace rotten windows at 9 Church Lane Leighton Bromswold

Ref: 18/00893/LBC, *PC comments by 18 Jul 18*

**1808/321**

**Clerk's Report**

**1808/322**

**Finance**

1808/322.1

At 31 July 2018

1808/322.1

Income to date: £7,274 v Budget £7,280;

Expenditure to date: £2,356 v Budget £7,280

Balance: £11,502 (plus £173 belonging to Cricket Club)

1808/322.2

Cashbook up to date

1808/322.3

Bank Reconciliation carried out

1808/322.4

Banking situation: Chairman to check signatory status for Cllr JT

1808/322.5

To note raised and approved payments of 29 May 18 payments:

Date	Cheque Numb	Payee and Description	Powers and Duties	Amount	VAT Claim	VAT Claim
				<b>-£385.49</b>		<b>£0.00</b>
29/05/2018	743	R Mimiene Wages May 18	LGA 1972, s111	-£330.95	N	£0.00
29/09/2018	744	HMRC tax deductions from Clerk's wages May 2018	LGA 1972, s111	-£34.00	N	£0.00
29/05/2018	745	Clerk's expenses on running cost of PC May 18	LGA 1972, s 111	-£20.54	N	£0.00
29/05/2018	DD	NEST pensions contribution May 18	LGA 1972, s111	-£38.42	N	£0.00

1808/322.6 To Note payments raised and approved on 28 Jun 18:

Date	Cheque Numb	Payee and Description	Powers and Duties	Amount	VAT Claim	VAT Claim
				<b>-£168.87</b>		<b>£0.00</b>
28/06/2018	746	Clerk's Wages June 18	LGA 1972, s111	-£153.77	N	£0.00
28/06/2018	DD	NEST pension contributions Jun 18	LGA 1972, s111	-£15.10	N	£0.00

1808/322.7 To note payments raised and approved on 24 Jul 18:

Date	Cheque Numb	Payee and Description	Powers and Duties	Amount	VAT Claim	VAT Claim
				<b>-£168.67</b>		<b>£0.00</b>
24/07/2018	747	Clerk's Wages July 2018	LGA 1972, s111	-£153.57	N	£0.00
28/06/2018	DD	NEST pension contribution Jul 18	LGA 1972, s111	-15.1	N	£0.00

1808/322.8 To Approve 9 Aug 18 payments:

				-£1,300.94		£17.20
Date	Cheque Numb	Payee and Description	Powers and Duties	Amount	VAT Claim	VAT Claim
09/08/2018	748	SLCC - contribution towards the membership, amount of £185.00 split between all 7 PCs according to the % of the hours contracted	LGA 1972, s226	-£24.48	N	£0.00
09/08/2018	749	Mijan Ltd: Internal audit for 2017/18	LGA 1972, s226	-£65.40	N	£0.00
09/08/2018	750	Reimburse Cllr B Mysak re: purchase a lap top for PC use	LGA 1972, s226	-£359.95	N	£0.00
09/08/2018	751	Reimburse Cllr B Mysak re: purchase of the Office 365	LGA 1972, s226	-£69.99	N	£0.00
09/08/2018	752	Reimburse K Simonis re: purchase of goods for the cricket club	LGA 1972,226	-£137.92	N	£0.00
09/08/2018	753	Royal British Legion Poppy Appeal	LGA 1972, s137	-£35.00	N	£0.00
09/08/2018	754	R. H. Martin Grass cutting Churchyard 2018 first two payments	Open Spaces Act 1906, Ss 9 and 10	-£400.00	N	£0.00
09/08/2018	755	HDC: Uncontested Election 3 May 18	LGA 1972, s226	-£105.00	N	£0.00
09/08/2018	756	Wicksteed Annual Inspection of the PA	Open Spaces Act 1906, ss.9 and 10	-£103.20	Y	£17.20

**1808/323 PC Website: <http://leightonbromswold-pc.org.uk/>**

1808/323.1 On-going maintenance.

**1808/324 To Review PC Code of Conduct**

**1808/325 Playing Field, Cllr BM**

- 1808/325.1 Regular inspection not carried out owing to Councillor holidays
- 1808/325.2 Notice Board repairs
- 1808/325.3 On-going financial support, management, and maintenance, volunteers needed
- 1808/325.4 Repairs/ refurbishment following inspections by Cllrs Cook/ Mysak
- 1808/325.5 Council expresses thanks to Social Committee for its donation of almost £700 for last year's bark replacement and for its advice in sourcing a more economical supplier

**1808/326 Tree Report, Cllr NC**

- 1808/326.1 The request for reduction of sycamore outside No 3 Staunch Hill
- 1808/326.2 Outcome re: Replacement of Silver Birch by 29 The Avenue

**1808/327 Neighbourhood Plan, Cllr GT**

**1808/328 Actions required to ensure compliance with the new Data Protection Act (DPA 2018), Cllr BM**

**1808/329 GPC (General Power of Competence): Clerk is qualified and ¾ of Cllrs have to be Elected to be able to use this power. Clerk to explain how this affects Council**

**1808/330 To consider church clock repair and maintenance – now repaired by a parishioner.**

**1808/331 To consider Residents' request for Council to investigate of having a defibrillator in the village, Cllr BM**

**1808/332 Correspondence**

**1808/333 Councillors' Questions**

Please, note that no decisions can lawfully be made under this item. Business must be specified. Therefore, Council cannot lawfully raise matters for decision.

**EXCLUSION OF THE PUBLIC AND PRESS**

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be excluded, and they are instructed to withdraw, Public Bodies (Admission to Meetings) Act 1960.

**1808/334 To Review Clerk's contract in the light of issues raised regarding contracted hours and payment. To set the annual appraisal date.**

**1808/335 Date of the Next Meeting: Scheduled Thu 13 Sep 2018 at 7.30pm at the Green Man**

Signed (Clerk) Ramune Mimiene



Date: 3 August 2018

Ms Ramune Mimiene  
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