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**Foxholes with Butterwick Parish Council**

**Minutes of the Meeting held on the 23 May 2018**

**in the Meeting Room, Foxholes Community Hall**

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| |  |  |  |  |  | | --- | --- | --- | --- | --- | | **PRESENT:** | Chair | Cllr P Bannister |  | Cllr C Tomlin | |  |  | Cllr S Hartle |  | **Cllr S Tomlin** | |  |  |  |  |  | |  | Clerk | Mrs A Adnitt |  |  |  |  |  | | --- | --- | |  | **Apologies**  Vice Chair Cllr A Scruton and Cllr P Warters | | **5** | **Minutes of the Previous Meeting**  The minutes of the meeting held on the 13 March 2018 were accepted as an accurate record, and signed by the Chairman. | | **6** | **Matters Arising**   * Grass Cutting - With volunteers unable to continue cutting the grass, Alastair has arranged for someone (Napthines? it wasn't actually mentioned who is to do it) to take this on. | | **7** | Parish Council Vacancy Again, there has been no interest. We agreed to continue to ask residents and ask them to pass word around. | | **8** | Approve Annual Governance Statement On 24th March 2017, the Annual Governance Statement was approved. This is what we put last year, not sure if the date is correct though - I wonder if it should have been May and not March (the date of the meeting?) This year's date being 23 May 2018? | | **9** | Approve Annual Accounts/Asset Register Information was forwarded to all prior to the meeting. The documents were discussed and approved by all. | | **10** | **Planning Applications**  18/00462/HOUSE – Mr & Mrs Foster, Erection of a single storey extension to the rear at 7 Eastfield, Foxholes.  **Discussed – no issues raised** | | **11** | **Data Protection**  Audrey has registered the Parish Council with the Data Protection Agency. At this point it is unsure whether Parish Councils will be exempt as it to be discussed in parliament later this month. If required, Phillip Bannister agreed to be the Data Protection Officer, but we will await further advice. | | **12** | **Play Park**  Chris Tomlin and Phillip Bannister to arrange a date to dismantle the play park and, once completed, notify Audrey. Audrey then to notify Zurich Insurance. | | **13** | **Finance**  Account Balances  Current Account (after transactions below) £3,020.36  Reserve Account £3,085.40  National Savings & Investment Account £1,788.18  Balances shown after payments made and monies received.  Monies Received  £1620.00 Precept 18/19 (1st instalment)  £682.14 VAT Refund  £0.12 interest on reserve account  Payments Made  None  Payments to Raise  £28.79 Autela (payroll/pension charges Jan to March 18)  £35.00 Information Commissioners annual data protection fee  £52.70 Clerks expenses (£19.60 for 35 x 2nd class stamps), £23.50 for a high yield black ink cartridge £9.60 mileage expenses)  £130.74 Npower (Street lighting 01/04/17 – 31/03/18)  £50.00 Internal Auditors Fee  £52.55 NYCC Street Lighting repairs  **All other items above were approved for payment and cheques signed.** | | **14** | **Correspondence since the last meeting**   * None**.** | | **15** | **Other Information**   * None**.** | | **16** | **Date and Time of Next Meeting – 11 July 2018 at 7:30pm.** | |