

ABBOTS RIPTON PARISH COUNCIL

Parish Clerk – Mrs Victoria Pryce. 1 Wheatsheaf Cottages, Alconbury Hill, Alconbury Weston. PE28 4JH
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A Meeting of Abbots Ripton Parish Council was held on Monday 16th May 2016 at 7.15pm at Abbots Ripton Village Hall.

Present: Cllr G Richardson, Cllr J Leaver, Cllr J Hemsley, Cllr R Pickard, Cllr D Brennan, V Pryce (Clerk)

17th May 2016

DRAFT MINUTES

- 212-05/16 Election of Chair and Vice-Chair (Nominations)**
The Clerk invited nominations for the position of Chair, Cllr Leaver nominated Cllr Richardson, Cllr Brennan seconded. All were in favour and it was **resolved** that Cllr Richardson remain as Chair. Cllr Richardson invited nominations for the position of Vice-Chair, Cllr Richardson nominated Cllr Leaver, Cllr Hemsley seconded, all were in favour and it was **resolved** that Cllr Leaver remained as Vice-Chair.
- 213-05/16 To receive and approve apologies for absence.**
Cllr Howe – Work Commitments
Cllr Tew – Work Commitments
Cllr Wilkinson – Work Commitments
- 214-05/16 To receive declarations of interest.**
Cllr Pickard – matters pertaining to the Estate
Cllr Richardson – matters pertaining to the Cricket Club
- 215-05/16 Public Participation.**
No members of the public were present
- 216-05/16 To receive and approve the minutes of the Parish Council Meeting held on 24th March 2016.**
Cllr Richardson proposed that the minutes from the meeting of 24th March were a true copy and should be approved Cllr Hemsley seconded, all were in favour and it was **resolved** to do so.
- 217-05/16 Matters arising or carried forward from the previous meeting.**
Cllr Richardson advised the Council that after his liaising with HMRC the penalty amount was no longer being pursued and the matter closed.
- 218-05/16 Finance**
218-05/16.1 To approve accounts for payment 16th May 2016
The Clerk informed the Cllrs present that she had overlooked a receipt of expense on the previously circulated Agenda of £3.56 and had received an invoice from CAPALC since circulation which she asked the Council to consider payment of. The Council **resolved** to pay all outstanding payments.

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Date	Cheque No.	Payee	Description	Amount
16.05.16	000792	Information Commissioner	Subscription	£35.00
16.05.16	000793	Cambs Countryside Watch	Subscription	£40.00
16.05.16	000794	Brian Cox	Internal Audit	£72.00
16.05.16	000795	Village Hall	Hire	£200.00
16.05.16	000796	V Pryce Mar/Apr	Wages/Expenses	£278.77
16.05.16	000797	HMRC	PAYE	£55.95
16.05.16	000798	CAPALC	Subscription	£161.09

Caroline Hannah of the Parish Plan Committee had approached the Council and advised that following the Parish Survey there were 65 hard copy surveys which required inputting on to Survey Monkey. Caroline asked the Council to consider approving a payment of approximately £350 for administration costs to carry the work out. Cllr Hemsley raised concerns that these costs had not been anticipated prior to the survey being carried out. Cllr Leaver asked that the Parish Plan Committee should provide the Council with an assessment of how much they would need to spend to deliver the project in its entirety. Cllr Richardson advised that the amount was within the budget for the Parish Plan. The Council **resolved** that the costs would be authorised.

- 219-05/16.2** Finance position and statements to be presented and approved.
The cheque book, finance sheet and bank statements were presented to the Councillors for their perusal, bank statements and finance sheet signed and approved.
- 220-05/16** **Annual Governance Statement**
Cllr Richardson read out the Annual Governance Statement to the Council it was **resolved** to approve the statement.
- 221-05/16** **Approve Accounts for External Audit**
Cllr Richardson presented the annual accounts to the Council. It was **resolved** to approve the accounts for the External Audit.
- 222-05/16** **Parish Council Code of Conduct, Standing Orders & Complaints Procedures**
The Code of Conduct, Standing Orders and Complaints Procedures had all been circulated to Cllrs prior to the meeting and it was **resolved** to adopt the revised regulations.
- 223-05/16** **Alconbury Plans Update/Wyton Update.**
Cllr Leaver reported that the first phase of 128 houses on the Alconbury Weald should be finished by Summer 2017. Cllr Brennan asked if the Council would be a signatory on the recently circulated letter regarding the Wyton Development. Cllr Pickard noted that if the Wyton development did not go ahead, that the planners would be looking for alternative development sites.
- 224-05/16** **Police Matters: To receive an update.**
Cllr Leaver advised that there had been distraction burglaries in neighbouring parishes that were targeting the elderly.
- 225-05/16** **Health and Safety: To receive an update.**
Cllr Richardson advised that everything was in order but that the benches may require a coat of varnish. Clerk to invite quotes for the varnishing of 2 noticeboards and 3 benches in the RAN.

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226-05/16

Correspondence and Communications.

List of correspondence received circulated to all Councillors prior to meeting.
Cllrs noted the correspondence which had been circulating regarding the new planning procedures and agreed that the Council could manage without paper copies.

227-05/16

Date of next Parish Council meeting: 27th June 2016 Abbots Ripton Village Hall, 7.15pm.

MEETING CLOSED 21.12