

# ADSTOCK PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON Tuesday 7 May 2019 IN THE VILLAGE HALL AT 8.00 pm

**Present:** Cllrs Simon Walker (Chairman), Neil Fraser-Smith, Paul Salver, Doug Randall, Jon Stone,  
District Cllr Sue Renshell,

**Clerk:** Ruth Millard

**Public;**

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- 31/19 Nomination & Acceptance of Chairman;** N-FS nominated SW to be Chairman, the nomination was **RESOLVED** by all present. Simon Walker accepted and signed the acceptance form.
- 32/19 Nomination & Acceptance of Vice Chairman:** DR nominated N-FS to be vice chair, the nomination was **RESOLVED** by all present. Neil Fraser-Smith accepted.
- 33/19 Apologies;** Cllrs Marianne Murphy, Chris Cornish, District Cllr Llew Monger, County Cllr John Chilvers,
- 34/19 Members Interests;** Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Adstock Parish Council Code of Conduct for Members and by the Localism Act 2011. None declared
- 35/19 Approval of Minutes;** Members agreed the minutes from the Parish Council Meetings held in the Village Hall, Adstock on 5 April 2019. The Chairman signed the minutes as an accurate account of the meeting.
- 36/19 Adstock Parish Council RESOLVED** that the Standing Orders previously circulated to all members were robust and sufficient.
- 37/19 Adstock Parish Council RESOLVED** that the Financial Regulations previously circulated to all members were robust and sufficient.
- 38/19 Risk Assessment –** agreed on April 2019
- 39/19** Adstock Parish Council **RESOLVED** that it would be represented at the Local Area Forum & North Bucks Parishes Planning Consortium and that members would attend on a rotational system.
- 40/19** Adstock Parish Council **RESOLVED** that its Land & Assets register previously circulated to all members was up to date and correct.
- 41/19** Adstock Parish Council **RESOLVED** that the Insurance cover from Came & Company, renewal date 1 July 2019 was robust and sufficient.
- 42/19** Adstock Parish Council **RESOLVED** to pay subscriptions to BALC, SLCC, NBPPC, AVALC in 2019/20.
- 43/19** Adstock Parish Council **RESOLVED** that the Council Complaints Procedure previously circulated to members was robust and sufficient.
- 44/19** Adstock Parish Council **RESOLVED** that its Freedom of Information publication scheme was robust and sufficient.
- 45/19** Adstock Parish Council **RESOLVED** that it would usually meet on the first Tuesday of each month except for August and January, at 8.00 pm in the Village Hall Adstock. The next annual meeting of the Full Council would be 6 May 2020
- 46/19 GDPR;**
- Adstock Parish Council **RESOLVED** the Privacy Policy and Notice, previously circulated to all members, to be robust and sufficient.
  - Adstock Parish Council **RESOLVED** the Information Policy, previously circulated to all members, to be robust and sufficient.
  - Adstock Parish Council **RESOLVED** the Retention of Documents Policy previously circulated to all members, to be robust and sufficient.
  - Adstock Parish Council **RESOLVED** GDPR Data Audit previously circulated to all members, to be robust and sufficient.
- 47/19 Annual Governance & Accountability Return 2018/19;**
- Adstock Parish Council considered the findings of the review to be robust and sufficient for its needs.
  - The Chairman read through each of the Annual Governance Statements for the members to consider. Adstock Parish Council approved each statement. The Chairman and Clerk signed the document.
  - Adstock Parish Council **RESOLVED** the Bank reconciliation for 31 March 2019
  - Adstock Parish Council **RESOLVED** the Explanation of Variances
  - Adstock Parish Council **RESOLVED** the Accounting Statement for the Internal Auditors report signed by the RFO. The Chairman signed the document.
  - Adstock Parish Council **RESOLVED** to send a Certificate of Exemption to the external auditor. The Chairman and Clerk signed the document.
  - Adstock Parish Council **RESOLVED** the suggested dates of the period for the Exercise of Public Rights.

# ADSTOCK PARISH COUNCIL

**48/19 Finance & Accounts.**

- a To agree financial statements of accounts and bank reconciliations for the end April 2019
- b To draw cheques

**Account Balance**

....0909	<b>26 April 2019 – Statement</b>	<b>23,215.93</b>
....0895	<b>31 April 2019 - Statement</b>	<b>9102.14</b>
	<b>Including Ring fenced Play equipment</b>	<b>13,997.00</b>

Including the Income in April

....0895	<b>05 April 2019, Grant for Devolved Services</b>	<b>644.28</b>
	<b>30 April 2019, AVDC precept</b>	<b>5700.00</b>

**Less May 2019 Direct Debit & Payments**

PAYEE	POWER	Cheque/DD	Amount
<b>Southern Electric</b> , Account for March 2019	LGA 1972, Sched 14 para 34	<b>DD</b>	<b>41.51</b>
Bucks County Council, legal fees		<b>100847</b>	<b>1071.00</b>
Joanna Craig, hosting website	LGA 1972, s133	<b>100848</b>	<b>168.00</b>
GM Outdoor Services Ltd, inv. 1292,1293, 1294,1302,1309,1310	LG(Misc Prov)A 1976, s19	<b>100845</b>	<b>20.00</b>
ER Millard, April 2019 remunerations	LGA 1972, s112	<b>100846</b>	<b>139.92</b>
			<b>1440.43</b>

**49/19 Environment**

- a. **Grass Cutting; Action;** Clerk to request GM Outdoor Services to cut the verge 5 yards towards Padbury from Adstock junction to enable a better sight of traffic coming towards the junction.
- b. **Highways and footpaths;** no new issues
- c. **Play area;** Action; N F-S will weed spray the area underneath the play equipment.

**50/19 Planning;** No applications at the time of printing

**51/19 Correspondence and communications including reports on Local Area Forum and training courses;**

- a. Website: <http://www.adstockvillage.info>
- b. Newsletter: in form the residents of the updates about the Oxford to Cambridge Expressway
- c. Oxford to Cambridge Expressway: Action; SW will reply expressing an interest from the Council.

**52/19 Councillors Forum** (under adjournment); for Councillors to bring any concerns to the table to be added to the next agenda for discussion.

The members discussed the issues at the end of Scotts Lane.

One of the residents has researched the ownership of the Cricket Field and found out that it is a Trust with 3 trustees. When the Cricket Club folded it should have been transferred to the Parish Council. **Action;** SW will look at the resident's research and report back to the Parish Council.

**53/19 Date and time and venue of the next meeting;** The next meeting will be held in the Village Hall, Adstock on 4 June 2019 at 8 pm. TBC

Meeting finished at; 9.30 pm

Signed .....Chairman Date .....