



W E S T B E R G H O L T P A R I S H C O U N C I L

Minutes of the Parish Council Meeting Held in the John Lampon Hall on 25th May 2011 at 8.45p.m.

Chair John Gili-Ross
 Parish Councillors Jenny Church, Bernard Colbron, Liz Harrington, David Short, Chris Stevenson, Harry Stone and Bob Tyrrell.
 Present
 Parish Clerk Val Walsom
 Borough Councillors
 Present: 1 member of the public

- 1 **Apologies for Absence** Apologies were received from Sue Day and Andrew Savage.

John Gili-Ross welcomed Liz Harrington to her first Parish Council following her uncontested nomination at the Parish Council elections earlier this month.
- 2 **Declaration of Interest** There were no declarations of interest.
- 3 **Minutes** The minutes of the meeting held on 27th April 2011 were approved with no amendments.
- 4 **Progress Reports For Information** Forthcoming courses, workshops and events:
 - EALC - Publications
Information about in-house training
Roles and Responsibilities course - 22/06/11
Councillor Training Day 1 - 16/06/11
Budget and Precept Course - 30/06/11
 - ECC - Library review
 - Notification of Chitts Hill closures on 19/06/11 and 10/07/11
 - Following information received by the Clerk it was agreed that the open session, currently held before the start of the meeting, will form part of the meeting as an agenda item. Any discussions will be minuted.
 - There was a discussion about the Section 106, Community Housing Levy. There is funding available and bids for community projects need to be made.
- 5 **Planning and Development** Minutes of the Planning and Development committee meeting held on 18/05/11 were received.
The Village Design Statement will be formally adopted next month. A paragraph may be allocated to recreation facilities.
- 6 **Environment and Highways** Minutes of the Environment and Highways committee meeting held on 12/05/11 were received.
 - Following a request from the Football Club it was agreed to allocate £900 towards the repair of the Lorkin Daniell Field.
 - A proposed pay rise for the village handymen will be discussed at the next Finance and Policy Advisory meeting.
 - A village litter pick is being organised for later this year.

7 **Premises and Recreation** There was no meeting this month.
There is a problem with blocked toilets at the front of the hall which will be addressed urgently. It is likely that the blockage is in the road at the front of the hall.

8 **Finance and Policy Advisory Team** There was no meeting this month.
The accounts for April 2011 were presented as follows:
The General Account showed 47% income, 14% general expenditure, 4% environment expenditure and 10% expenditure overall.
The Hall Account showed 13% income and 6% expenditure.

- The 2010/2011 Annual Return was approved.
- The 2010/2011 Annual Parish Accounts, distributed previously, were approved.
- AON Ltd has agreed to combine all the Parish Council and Trustees insurance policies which will virtually half the annual cost of the insurance. This has been agreed on a 3 year deal.

Expenditure

It was proposed by BC and seconded by CS to make the following payments:

Payment Details	Expense Purpose	Amount
GENERAL ACCOUNT		
Harry Stone	Admin items for the MUGA	35.76
Ernest Doe	Tools	20.85
V Walsom	Ink cartridge	10.79
Inland Revenue	Tax	72.60
Anglian Water	Water Rates - Allotments	68.95
AON	Parish Council Insurance balance	1133.88
V Walsom	APM refreshments	52.69
NALC	LCR Subscription	15.50
ORPEN HALL ACCOUNT		
Mike's Cleaning Services	Cleaning	525.00
Roberts Cleaning	Window cleaning	25.00
Elanar Technical Services	Annual boiler service and inspection	222.00
June Mayhew	Keys/payment for blocked toilet	124.00
Bernard Colbron	Payment to clear blocked drains	204.00
AtoZ Supplies	Cleaning materials and lamps	120.52

Salary payments were made to Val Walsom, Gary Walls and Stephen Cook from the General Account and June Mayhew from the Hall Account.

9 **Village Bulletin and Website** The Village Bulletin will be delivered this week.
The website report had been distributed.

10 **Correspondence**

- A resident written to about cuttings dumped behind the Football Club advised that they were not from his garden. The PC will arrange to have the cuttings removed.
- There will be no objections put to the Planning Inspectorate about Footpath 17.
- A letter, originally sent to local MPs and forwarded to the Parish Council about lack of facilities for young people, had an unknown address on it. This issue will be discussed at future meetings.

11 **Consideration of Items for the Next Agenda**

- Adoption of the Visual Design Statement
- Formation of committees
- Communications

12 **Date of Next Meeting**

The next meeting will be held on 22nd June 2011 at 7.30p.m.

Signed:

Date:

Position on Parish Council: