

MINUTES OF LOCKERLEY PARISH COUNCIL ANNUAL MEETING Held on Thursday 6th May 2021 at 7.30 p.m. via Zoom

PRESENT: Parish Cllrs. Len Arthur, Tim Coomer, Jane Waller, David Jackson and Maurice Hillier. Also, in attendance was clerk to the council, Sue Holder, and 3 members of the public.

APOLOGIES: None received however noted that Sue Kent and Helen Woodfield were not in attendance.

21/001 ELECTION OF CHAIRMAN. Cllr Waller nominated, and Cllr Hillier seconded Cllr Arthur as Chairman. No other nominations were received and Cllr Arthur was unanimously voted in as chairman. Cllr Arthur to sign a Declaration of Acceptance of Office of Chairman.

21/002 ELECTION OF VICE CHAIRMAN. Cllr Arthur proposed Cllr Waller as Vice Chairperson, and Cllr Jackson seconded this. There were no further nominations and Cllr Waller was unanimously voted in as Vice Chairperson.

21/003 REGISTER OF MEMBERS PECUNIARY INTEREST: All members present confirmed no changes to their register of members pecuniary interest forms. Cllr Kent change of address, noted.

21/004 DECLARATIONS OF INTEREST (agenda items only): None.

21/005 MINUTES OF MEETING HELD ON THE 29TH MARCH AND 12TH APRIL were unanimously agreed and signed as a correct record by the chairman at the meeting.

21/006 MATTERS ARISING FROM THOSE MINUTES: None

21/007 PHONE MAST UPDATE

Cllr Coomer reported that the mast committee had met on the 20th April and were proposing that Lockerley Parish council appoint BCM and a Solicitor if necessary. However, Cllrs Coomer, Arthur, Adams King, Johnstone and Caroline Nokes MP had subsequently met with Mr James of O2 and it was agreed that an application to site a mobile phone mast on Lockerley Green would not go ahead. This decision has been confirmed by email on the 3rd May. Cllr Coomer will pursue a mast application for a more suitable site in the village.

21/008 OPEN FORUM:

- PF reported that he was pleased with the outcome of the meeting with O2 regarding the phone mast however took exception to the comment made in an email by Cllr Woodfield 'not bullied into paying legal fees.' PF felt this comment was too strong and the recommendation concerning legal fees was intended to safeguard the parish council's position only. The chairman will respond within 24 hours.
- It was reported that Mount Lane had been resurfaced and swept.

21/009 COMMUNITY LED DEVELOPMENT

Mr Mayock gave a short presentation on a proposal to develop land at Bussells in Cooks Lane to accommodate 8 – 9 houses.

21/010 ELECTION OF REPRESENTATIVES: The following appointments were agreed:

<u>Appointment</u>	<u>Representative</u>
Data Protection	All
Planning Representatives	Full council
Monitoring of Travellers	Len Arthur, Sue Kent
Glebe Field	Len Arthur
Footpaths	Jane Waller and David Jackson.
Parish Room	Len Arthur
Parish Room bookings	Clerk
Sarah Rolle	Helen Woodfield
Tree Warden	Jane Waller
Press Officer	Clerk
Playframe Inspector, Lockerley Green	Tim Coomer
Village Hall Representative	Sue Kent
Quality Coordinator	Len Arthur
TVAPTC	Jane Waller, Tim Coomer
<u>Health & Safety</u>	
Lockerley Green	Tim Coomer
Lockerley Green Roadway	Tim Coomer
Parish Room	Len Arthur
Tote Hill	Jane Waller
Oval Green	Len Arthur
Noticeboards	Clerk
Seats	Clerk
Tim Illes Playground Inspection	David Jackson
History Representative	Helen Woodfield, Sue Kent and Maurice Hillier
Website	Clerk

21/011 DATES OF MEETINGS: The dates for forthcoming meetings were agreed as:

Monday 5th July 2021

Monday 20th September 2021

Monday 22nd November 2021

Monday 17th January 2022

Monday 14th March 2022

Annual Parish Meeting - Monday 18th April 2022 (Easter?)

Annual General Meeting – Monday 16th May 2022

21/012 FINANCE:

a) **Payments for Approval: ® = retrospective**

HALC	LGA 1972 S111	£335.60	#
Came and Co – Insurance	LGA 1972 s 111	£1212.60	#

c)			

c)Insurance Renewal: The renewal was accepted by the parish council.

d)Accounts for y/e 31 March 2021 were approved by the council.

e) Annual Audit Return for the year ending 31 March 2021:

Section 1 - The Annual Governance Statement: (as follows) was approved.

Lockerley parish council has taken responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
3. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.
4. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.
5. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.
6. We took appropriate action on all matters raised in reports from internal and external audit.
7. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.
8. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.

Section 2 - Accounting Statements 2020/21 will be signed by the chairman at the meeting to certify the Accounting Statements presented fairly the financial position of this authority and its income and expenditure.

f) Standing Orders. The standing orders were reviewed, and no changes were considered necessary.

g) Financial Regulations. The financial regulations were reviewed, and no changes were felt to be necessary.

h) Face to face meetings – the clerk will draft a covid secure procedure.

21/013 HIGHWAYS:

- α) It was reported that a number of roads in the parish have now been resurfaced.

21/014 FOOTPATHS / LENGTHSMAN

Cllr Waller gave the following report:

The footpaths have all been well used during the pandemic and are all passable. However, there are still a number of broken stiles on footpaths which are the responsibility of the landowners to repair. Many parishes are changing stiles for gates or kissing gates if livestock is not an issue. The Lengths man will wash and oil the wooden benches in the village this month.

21/015 GREENS AND OPEN SPACES:

- α) **Lockerley Green, other:** Nothing to report
- β) **Butts Green:** Tree planting and signage remain outstanding
- χ) **Playground:** Weekly inspections are satisfactory. Noted that the wastebin is well used and the bolt on the pedestrian gate needs regular repair.
- δ) **Tote Hill:** It was reported that Tote Hill is popular with walkers, cyclists, and families with picnics. Wildflowers here are ever increasing since the area was cleared.
- ε) **Other:** The chairman proposed the council become members of the Greens and Open Spaces Society, which will be discussed at a future meeting.

21/016 PLANNING:

- a) New applications (since last meeting):

21/00971/FULLS Telegraph House

Erection of glasshouse.

The parish council had no objection to this application

21/01095/FULLS Kingfishers

Single storey front extensions

The parish council had no objection to this application

21/01139/CLES Green Croft

Certificate of existing lawful development for alterations to existing rear conservatory to from balcony with fire escape

The parish council resolved to make no comment on this application

21/01306/FULLS Wychelms

Single storey extension

The parish council had no objection to this application

21/017 CORRESPONDENCE

- JP – lighting on school side of Butts Green; to be considered with any future developments of the car parking area possibly in association with the school.
- BCM – Terms of Agreement, noted.
- Remote meetings call for evidence, the clerk to respond
- Clerk – notice of resignation, noted.
- Village Hall accounts. Clerk to request further details to support the annual grant in light of the balance.

21/018 DATE OF NEXT MEETING: 5th July 2021

There being no further business, the chairman closed the meeting at 09.00 pm

