

Minutes of an Annual Parish Council Meeting
Of Broughton Parish Council
Held at St Marys House, Wykham Lane, Broughton
On Thursday 25th May 2017 at 7.00pm

Councillors Present

Mrs Leech, Chairperson (arrived late), Councillors: Mr Byrne, Mr Gardiner, Mr Howarth, Mr Wolstencroft and Clerk to the Council, Mrs C Coles

1. Elections

Election of Chairperson

Cllr Wolstencroft proposed that Cllr Leech be Chairperson. This was seconded by Cllr Byrne.

Signing of Declaration of Acceptance of Office form

The form was signed.

Election of Vice-Chairman

Cllr Wolstencroft proposed that Cllr Howarth be Vice Chairman. This was seconded by Cllr Gardiner.

The meeting was Chaired by Cllr Howarth as Cllr Leech arrived late.

2. Apologies

None

3. Declarations of Interest

No interests were declared.

4. To approve the minutes of the meetings of 10th April 2017

The minutes of both meetings held on 10th April were approved and signed.

5. Matters Arising

Cllr Gardiner confirmed he has two road signs that can be used when the strimming is being done.

The official grass cutting agreement has been received and passed to the Chair for reading.

The Parish Clerk has replied to CDC about the issues on the A361.

6. Financial Report

a) Balance Information

The Clerk reported an account balance of £4317.72.

b) The following payments were approved:

£75.00 to R Fletcher (internal audit)

£548.01 to Came & Company (council insurance)

c) Annual Return 2016/17

The Parish Clerk noted that the internal audit has been carried out.

To approve Section 1 of the Annual Return 2016/17

It was agreed to approve Section 1 and it was signed by the Vice-Chair and Parish Clerk.

To approve Section 2 of the Annual Return 2016/17

It was agreed to approve Section 2 and it was signed by the Vice-Chair and Responsible Financial Officer.

d) *To approve a salary increase for the Parish Clerk in line with the 2016-2018 National Salary Award from NALC/SLCC*

A 1% increase was agreed for the Parish Clerk to take effect from 1st April 2017

7. Planning

No new applications had been received.

8. Correspondence

The following correspondence had been received and distributed since the last meeting:

CDC, Minutes of Extraordinary Meeting on 21st March 2017

Thames Valley Police, New Police and Crime Plan 2017-2021

CDC, Annual Satisfaction Survey. On notice-board.

PCC, Launch of Victims First Website

CDC, Invitation to Cherwell Parish Liaison Meeting on 21st June

CDC, Parish Members Allowances for 2017-18

OALC, Transparency Code Grant

OCC, North Newington, Shutford Road - Road Closure 14 June for 3 days (09:30 - 15:30)

Office of the Police and Crime Commissioner recruiting Independent Custody Visitors in Banbury

CDC, Lease of Land, Wykham Lane

Two items of correspondence were highlighted:

CDC, Parish Members Allowances for 2017-18

The report had been circulated and placed on the notice-board. It was agreed to continue to pay Travel and Subsistence Allowances for Councillors if they attend meetings.

CDC, Lease of Land, Wykham Lane. The lease has been executed by the Council and dated 13th April 2017. It now has to be registered with the Land Registry. The Parish Clerk to contact a local solicitor for advice.

9. Councillors Reports

Dog mess was reported again in the garden of St Marys House. It will be reported to the Dog Warden. A reminder note will be put in the July newsletter.

The Chair and Parish Clerk went to Southam to have website training. More space is needed for the website. Cllr Byrne agreed to look at the cost. The website will be updated by the Parish Clerk when the extra space is on the website.

Hornton Parish Council are looking into starting a Speedwatch syndicate and have asked for interest from neighbouring parishes. It was agreed this would be of interest but more detail on enforcement would be needed.

10. Date and time of next meeting

Monday 19th June 2017 at 7pm.

The meeting closed at 8.15pm.

