Minutes of Ordinary Meeting of
Avon Dassett Parish Council
Monday 5th October 2015, 7.30 pm at The Reading Room, Avon Dassett.

The meeting commenced at 7.30pm. **P545**

1. APOLOGIES (with acceptance of apologies): Trevor Gill. Chris Williams, Bart Dalla-Mura.

   Present: Mike Blakeman (Chairman), Alastair Whetstone, Darrell Muffitt, Martyn Heard, Helen Hide-Wright (Clerk.

2. DECLARATION OF INTERESTS: None

3. CONFIRM MINUTES OF LAST MEETING: Accepted by the meeting. Signed and dated by Mike Blakeman.

4. QUESTIONS FROM THE PUBLIC: None

5. MATTERS ARISING:

Community

a) Burial Ground: Alastair confirmed that the area is in good order. Mike Blakeman had received a complaint about the state of the area after the last strim. Alastair will look into this and request a tidy up of the area after strimming. Alastair will review the situation to confirm whether the area needs another cut and also for the Churchyard.

b) Community Policing/Neighbourhood Watch: Alastair Whestone had reported a suspicious vehicle to the police.

c) Playground (including monthly check): Nothing to report.

d) Superfast Broadband: Nothing to report

e) Post Office: Nothing to report.

f) The Avon Pub: Mike Blakeman reported that the sale completed on Monday.

g) Village Communication: Darrell Muffitt has circulated the final version of communication to go to the residents of the village. It was decided that the village would be divided up and the Councillors would drop fliers into each property.

h) The Parish Plan: Mike Blakeman now has a copy of the Design Statement with the responses from Stratford District Council. Mike commented that to do this again would require a great deal of work.

i) Roads: Traffic, Roads and Drains: Alastair noted that the leaves have started to fall and this will start to cause problems on the hill. It was decided to have a clear up date on Saturday 31st October, between 9am-12, meeting at the Reading Room. Any volunteers are very welcome to help during the clear up session. **ACTION: Clerk to put posters onto notice boards.**

Environment/Maintenance

j) Green areas (including condition of verges): Nothing further to report.

k) Reading Room maintenance: Martyn Heard has made contact with the contractors and has asked for an updated quotation. The quotations are approximately £1k difference. It was decided to go for the lower quotation.

Communication/Administration

l) Administration: Nothing to report.

m) Transparency Code: The Clerk presented the drafted grant form to the meeting. The Councillors approved of the draft application form. Proposed: Darrell Muffitt seconded: Martyn Heard. **ACTION: Clerk to submit the grant application form.**

Darrell Muffitt confirmed that a meeting is set up for Friday of this week between himself, Sarah Richardson and the Internal Auditor to look into compliance with the Transparency Act.

n) Data Protection registration (£35). It was decided to move ahead with the registration. Proposed Darrell Muffitt seconded: Mike Blakeman, unanimous. **ACTION: Clerk to register for data protection.**

6. COUNCIL REPORTS

County Councillor: Chris Williams. Chris Williams was unable to attend the meeting but sent an email with the following update: "The County Council is liaising with adjacent authorities with a view to investigate alternative closer working methods. As you are aware, the County Council has already indicated that it will not be joining up with the Greater Birmingham Authority."

District Councillor: Bart Dalla-Mura was unable to attend the meeting.

7. CORRESPONDENCE – Paper copies circulated at meeting. Emails circulated prior to meeting.

8. PLANNING (Declarations of interests): Mike Blakeman and Darrell Muffitt attended the recent meeting on the Gaydon/Lighthorne Heath development. At the meeting, the surrounding villages commented on the lack of information on the impact on these villages from this development. There was no representation at the meeting from Jaguar Landrover. There was a lack of information on the impact on the villages. The chair of the meeting asked for information to be gathered and circulated ASAP. **ACTION: Clerk to ascertain whether Burton Dassett PC, Fenny Compton PC and Farnborough PC would be interested in collaborating with ADPC beneficial to have a joint discussion on what mitigation could be asked for to reduce the volume of heavy goods vehicles as a result of the proposed Gaydon Lighthorne Heath development.**

9. FINANCIAL STATEMENT: October 2015, Avon Dassett Parish Council:

Balance at close of business 31.8.15

Current Account	£ 8,513.17
Savings Account	£ 8,252.76* Ring fenced funds and interest received.

Bank Transactions

Current Account		**Chq/SO/DD**	**In**	**Out**
7 Sept	N Power	DD		31.00
10 Sept		1346		226.30
11 Sept		1347		69.14
17 Sept		1349		123.00
21 Sept	PRECEPT		5,240.00	
22 Sept		1348		14.33

Deposit Account		**In**	**Out**
9.9.15	Interest	0.34	

Cheques issued from mtg	**Cheque No**	**Amount**
5.10.15 T. Gill (Sept Payroll Refund)	1350	226.30
5.10.15 H. Hide-Wright (Sept Expenses)	1351	30.54
Total Cheques		**256.84**

New Balances for Ring Fenced Funds:

Neighbourhood Watch	£ 185.00
St John's Steps appeal Funds	**£ 359.13**
Community Grant Fund (Laptop)	£ 8.27
Interest Received	£ 0.34

Play area lease grant from AD Fete Committee	£ 200.00
RR Maintenance (From Fete Committee)	£ 500.00
Ring fenced RR Maintenance	£ 5,000.00
Ring fenced Parish Plan/RR Refurbishment	£ 2,000.00
Total	£ 8,252.76

Oct 2015 2nd Quarter budget update (including expenses up to End Sept 2015)

	Budget £	Spend to date £	% of Budget
Expenditure	9480	5,962.40	63%
VAT		283.05	
RR Ins	935	817.76	87.5% (Annual Fee)
RR Rates	100	0	0%
RR Clean	165	0	0%
RR Maintenance	400	0	0%
Clerk Pay	2800	1,311.95	47%
Admin	400	175.26	44%
PC Training	100	0	0%
WALC	100	94	94% Annual Fee
Elec supply RR	650	238	37%
Street Light Supply	892	498.72	56% Includes Annual Fees
Playground Rental	50	0	0%
Website	400	0	0%
Playground	150	165	110
Other (Section 137)	0	1,019.87	1,019%
Mowing	1800	984	55% Near end of season
Audit Fees	200	160	80% Annual Expense
Coffee Morning	138	47.84	35%
Election Fees	200	100	0%

Other Funds held by ADPC:

Neighbourhood Watch	**£ 185.00**
St John's Steps appeal Funds	**£ 359.13**
Community Grant Fund (Laptop)	£ 6.88
Play area lease grant from AD Fete Committee	£ 200.00
RR Maint. (From Fete Committee)	£ 500.00
RR Maint (Fromm ADPC)	£ 5,000.00
Parish Plan. RR Refurb. (From ADPC)	£ 2,000.00
Total	£ 8,251.01

Bank reconciliation:

Opening Bank Balance at 1.4.15		11,375.04
Less Expenditure to 30.9.15		-5,961.40
Plus income to 30.9.15		+11,361.47
Sub Total	16,775.11	
Less Chq 1310 from last financial year	- £9.18	
Reconciled balance at 30.9.15		**£16,765.93**

10. MEMBER REPORTS: Alastair Whetstone is trying to contact Kevin Martin about Remembrance.

11. DATE OF NEXT MEETINGS – 2015: 5th Oct, 2nd Nov, 7th Dec. **Potential Meeting Dates for 2016**: 4th Jan, 1st Feb, 7th March, 4th April, 2nd May, 6th June, 4th July, 1st Aug, 5th Sept, 3rd Oct, 7th Nov, 5th Dec.

The meeting closed at 8.45pm.