

GODNEY PARISH COUNCIL

Clerk to the Council: Mrs D Boulton
41 Goodymoor Avenue, Wells BA5 2JJ
Tel: 01749 670938
Email: godneyclerk@hotmail.co.uk
www.godneyvillage.org.uk

Office opening hours Monday & Tuesday 9am – 12 pm

GODNEY PARISH COUNCIL ANNUAL MEETING GODNEY VILLAGE HALL THURSDAY 10th May at 6.30 pm

Public Time: One member of the public present.

MINUTES

Councillors present: Michael Gooden, Christine Steadman, Kim King, Amanda Ryder, Clare Munday, Richard Evans.

In attendance: Mrs D Boulton, Clerk/RFO

1. It was confirmed that a Quorum is present (Three members)
2. Apologies for absence. Cllr J Holdaway, SCCllr G Noel.
3. Declarations of interest in items on the agenda. None.
4. Election of the Chairman of the Council. Cllr Michael Gooden was duly elected.
5. Nominations to fill vacant seats by co-option. None to fill.
6. Election of the Vice-Chairman the Council. Cllr Amanda Ryder was duly elected
7. The minutes of the meeting of the Council 12th April 2018 were agreed as a true record and signed.
8. Mendip District Council Report. MDCllr Taylor spoke about the news from County Council regarding the proposal to become a Unitary Authority and that the District Council had not been consulted before the announcement was made. Car Park charges are going up in general but some are coming down. Season tickets are being reviewed to accommodate parking needs. With loss of shops in some high streets, planning is looking at ways to turn shops back into houses.
9. Review of delegation arrangements to committees, sub-committees, employees and other local authorities. It was agreed that only the Personnel Committee was needed at this time.
10. Appointment of any new committees and confirmation of the terms of reference, the number of members (including, if appropriate, substitute councillors) and receipt of nominations to them.
11. Nominations to committees.
 - 11.1. Personnel Committee. Cllrs A Ryder, R Evans & C Steadman were elected to the committee.
12. Review of Councillors areas of interest
 - 12.1. Finance – Cllr A Ryder
 - 12.2. Village Hall – Cllr C Steadman
 - 12.3. GADS – Cllr C Munday
 - 12.4. Rights of Way – Cllrs K Kim & C Steadman
13. The Annual Governance Statement for year ending 31st March 2018 was agreed and signed.
14. The Annual Accounts Statement for year ending 31st March 2018 was agreed and signed.
15. The Council's Standing Orders were re-adopted.
16. The Council's Financial Regulations were re-adopted.
17. The Council's Delegated Powers were re-adopted.
18. The effectiveness of the internal audit procedures, NALC Governance and Accountability for Smaller Authorities in England March 2016 were re-adopted.
19. It was resolved to appoint Probusiness as the Parish Council's Internal Auditor.
20. It was resolved to re-appoint the Clerk as the Council's Responsible Financial Officer (RFO).

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21. To resolve to remove Councillor(s) from the Bank Mandate. No changes.
 22. To resolve to add Councillor(s) to the Bank Mandate. No changes.
 23. The Inventory of Land and Assets including buildings and office equipment as at 31st March 2018 was agreed with the addition of the BT box and notice boards.
 24. The Financial Risk Assessment as at 31st March 2018 was agreed.
 25. The review and confirmation of arrangements for insurance cover in respect of all insured risks was agreed and the Clerk to include BT Box and noticeboards.
 26. The Council's Publication Scheme was re-adopted.
 27. The Council's Complaints Procedure was re-adopted.
 28. The Council's Code of Conduct was re-adopted.
 29. The Disciplinary Procedure was re-adopted.
 30. The Grievance Procedure was re-adopted.
 31. The Council's procedures for handling requests made under the Freedom of Information Act 2000 and the Data Protection Act 1998 were re-adopted.
 32. The Social Media Policy was re-adopted.
 33. The Council's Information Security Policy was re-adopted.
 34. To review the Council's and/or employees' memberships of other bodies.
 - 34.1. SALC - agreed
 - 34.2. Community Council for Somerset – not to join at present
 - 34.3. Society of Local Council Clerks - agreed
 35. Planning – no applications to consider or decisions to report.
 36. Finance
 - 36.1. Report. A financial report was circulated showing showing a small reserve now in place.
 - 36.2. Grants – A short discussion took place and Cllr Ryder agreed to report to the Playing Field Committee.
 - 36.3. To note receipts - none
To agree payments.
- | | Net | VAT | Total |
|--------------------------|--------|-------|---------|
| Came & Company Insurance | | | £280.00 |
| SALC | | | £64.14 |
| Probusiness | 125.00 | 25.00 | £150.00 |
37. Village Hall & GADS. A recent production – Sandcastles has been a great success with a good production and it was well attended. There will be a Murder Mystery Dinner on 13th July and a panto is planned for January 2019.
 38. Rights of Way. Cllrs King and Steadman continue to walk the paths and report any work needed. The Clerk provided a link to County Website with information for the volunteers.
 39. Highways – Potholes continue to be reported to Highways and although some repairs are made the standard and completeness of work is poor.
 40. Recreation Ground. A meeting with the Council representative and the Clerk took place with members of the committee and public who are interested in helping out. The field is being cut by a volunteer currently, and there is work to be done on hedges and edges. The Clerk has obtained a quote for a local contract to cut the grass regularly throughout the growing season and keep the edges and hedges under control. It was suggested that the Council could contribute to this with a grant. Cllr Ryder will report this to the committee.
 41. To consider any issues arising from the Annual Parish Meeting April 2018. None.
 42. Chairman's report. Nothing additional to report.
 43. Clerk's report. The Clerk has been carrying out research regarding the Village Hall and Playing Field to ensure that the Council meets its obligations. Thanks to Martin and Kay Pennycott for

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their help in supplying information. The Clerk's annual review is due and it was agreed for the meeting to take place Tuesday 15th May 2018.

44. Dates of ordinary meetings of the full Council for the year ahead were agreed.