

BURROUGH GREEN PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held in the Reading Room on Monday, 17th May 2010

Present: Janet Wiseman, Jo Batting, David Swanney, Alex Freeland
Apologies: Ken Simpson
Absent: Angela Harris, Greg Way

Action

1. Election of Chairperson
 - Janet Wiseman elected. Proposed Jo Batting, seconded David Swanney

2. Election of other officers
 - Reading Room
 - RFO - David Swanney
 - Footpaths - Jo Batting

- 3a. To sign and approve minutes dated 11.5.09 and 19.4.10
 - Both sets of minutes signed and approved

- 3.b Matters arising from (for information only)
 - Still waiting for a quote for work on the bus shelter
 - Clerk to let David Swanney have copies of footpath map for laminating
 - Phone box door has been fitted
 - The basketball post has not yet been removed
 - No new appointee for parish councillor at present

4. Members declaration of interest for items on the agenda
None

Action

5. Finance

- a)Accounts for y/e 31.3.10 - these were discussed and committee signed and dated the final version of the agreed budget. The Internal Auditor has requested we sign and minute the budget reports.
- b) Clerk PAYE - Clerk did not have this with her and will present at next m/g
- c) Insurance - Now handled by Aon. Cost has gone up but a claim was made. Council happy with cover.
- d) Cheques to be paid

Aon Ltd (insurance)	£539.57
CPALC	£109.84

6. Footpaths

7. Plans

10/00185/FUL Pembroke Farm plans have been represented but require no action.

7. Other Matters

- a) Telephone box - this is now owned by the Parish Council. Details of upkeep will be kept by Clerk and an ad will go in the VV. Clerk
- a) The Green - screens now removed and cricket being played
- b) Asssets register - Register signed 24/2 - minuted 8.3.10
- c) Register of Interests: re-sign - to do at next meeting as absences
- d) Declaration of Acceptance of Office - n/a
- e) Standing Orders - reviewed and accepted
- f) Resignation of Clerk/new appointee discussion
 Clerk handed in resignation, probably end of July. Councillors discussed advertising vacancy and formed an interview committee of David Swanney, Janet Wiseman and Jo Batting. Post will be advertised in VV and on CALC website Clerk
- h) lighting for Hartfield Road - Clerk to get a quote Clerk

8. Correspondence

9. Date of Next Meeting

- Monday, 5th July at 7.45 in the Reading Room

Alex Freeland (Clerk)
19.5.10