

**MINUTES OF THE KINGSDON PARISH COUNCIL MEETING HELD ON
THURSDAY 14th OCTOBER 2017 IN THE VILLAGE HALL AT 7.30pm**

Parishioner comment time:

None

Present:

Mr D Beswick (Chairman), Mr W Elliott, Mr B Paine, Mrs S Mackay, Mr G. Osborne, (Parish Councillors); Mr D Ruddle (County Councillor); Mr D Norris (District Councillor); Mrs L Moore (RFO) and Mrs K Hatt (Parish Clerk) plus 3 parishioners.

1. Apologies:

Mr I.Dibben and Mr P Waters.

2. Declarations of Interest:

As already declared; no changes.

3. Minutes:

The minutes of the monthly parish council meeting held on the 14th September 2017, which had been previously circulated, were proposed by B.Paine, seconded by G.Osborne, unanimously approved and signed.

4. Matters arising not covered by agenda items

D.Beswick, we need updates on tree planting plan, metal protection around trees.

G.Osborne and I.Dibben have looked at where to put the notice board.

Councillors had been asked to consider how we record the minutes. D.Beswick would like the clerk to try recording just the topic, conclusions and any actions. This was proposed by D.Beswick, seconded by W.Elliott, all were in favour.

The water fountain in the village field was discussed further and the reason behind it clarified.

Action – David Beswick to continue to discuss the water supply with Wessex Water.

Section 106 money was also discussed regarding its use for maintenance money and how to obtain it.

Action – K.Hatt to send invoice to Rob Parr regarding money already spent, by the next meeting.

Action – Councillors to feedback ideas on what to spend the 106 money on, over the next few months.

5. Chairman's Report

Nothing to report.

6. Correspondence

Clerk – sent letter of thanks to Apex for funding the first aid training.

Letter of thanks received from the community shop for the grant of money.

Bus letters have been sent and received.

7.1 and 7.2 Finance- report and cheque signing.

L.Moore reported we have received the report back from external auditors.

Action – agenda item next month to go through the external audit report.

Councillors have received the quarterly report, this was discussed.

KPC Account	Opening Balance 01.08.2017	£8,697.04
	Net Cheque Balance	£1,449.74
	Transfer In	£0.00
	Transfer Out	£0.00
	Closing Balance 30.09.2017	£7,247.30

Savings Account	Opening Balance 01.07.2017	£28,304.18
	Net Cheque Balance	£0.00
	Interest	£0.00
	Transfer In	£0.00
	Transfer Out	£0.00
	Closing Balance 30.09.2017	£28,304.18

Clerk Services - May 2017 - March 2018 £90.00 paid out on 18th of each Month	£90.00
W Elliott - play equipment maintenance	£152.58
Clerk Landscape Design - new village hall	£510.00
W Elliot - recreation field cutting	£1,100.00
K Hatt - web site registration	£88.26

B.Paine proposed that we accept these payments, seconded by G.Osborne, all in favour.

7.3 Ammendment to Financial Regulation 11 Contracts paragraph 11.1 (i)

B.Paine explained that one point in our financial regulations needed updating.

B.Paine proposed the following revision to Financial Regulation 11 Contracts, paragraph 11.1(i), seconded by W.Elliott, all in favour.

When it is to enter a contract less than (£60,000) in value for the supply of goods or materials, or execution of works or specialist services as set out in paragraph (a) above, the Clerk or RFO shall obtain three (3) quotations (priced descriptions of the proposed supply); where the value is below (£5000) and above (£1000) the Clerk or RFO shall strive to obtain three (3) estimates. Otherwise Regulation 10 (3) above shall apply.

Action – K.Hatt to amend the document and send to councillors, before the next meeting.

7.4 Responsible Finance Officer

Jacqui Gerenscer (Land) has agreed to take over the job of RFO.

D.Beswick thanked L.Moore for all her hard work.

8. Village Plan

S.Mackay briefed the meeting on progress with the new village plan; data will now be collated, but results are not expected until early January.

The process of approving a neighbourhood plan was also explained by D.Norris.

9. Website

The yearly cost paid to 123 needs to now come directly from the parish council account rather than the clerks.

B.Paine proposed we make this change, S. Mackay seconded, all in favour.

Action – Change the bank details, K.Hatt, I.Dibben and RFO, by the next meeting.

10. Verges

D.Beswick updated us on cutting the verges, Simon Atwell will be cutting them.

D.Beswick asked who is responsible for cutting the various verges around the village?

Future Action – to find out who is responsible for cutting the verges.

Action – D.Beswick to tell Simon about the plaques before he cuts the verge.

11. Village Hall

D.Beswick asked for an update on where we are with the structural survey? This was then discussed.

Action – D.Beswick to contact I.Dibben about doing this urgently.

12. Date of next meetings

Monthly meeting – Thursday 9th November 2017

Action – 2018/2019 budget on the next agenda.

The Chairman closed the meeting at 8.15pm