

EASTINGTON PARISH COUNCIL

Minutes of the Meeting held on 03 July 2013 in Eastington Methodist Church.

1. **Attendance and apologies for absence:** In attendance were Cllrs Niblett (Chair), Bullock, Allen Edwards and Simmons: Andrea Durn (Clerk), Robert Powell (RFO). There were 4 members of the public present. Apologies for absence were accepted from Cllr Edis-Bates, Evans and Cllr Cozens who were detained elsewhere but would try to attend and from Cllr Greenaway.
2. **Chairman's announcements:**
The Chair thanked everyone for attending.
3. **Declarations of interest in items on the agenda:** None.
4. **To consider changes to the order of business:** None

The meeting was adjourned at this point for members of the Public to speak.

Jennifer Empsom on behalf of the Eastington Youth Group presented a report on their proposal to provide a community play area for children and adults next to the allotments at OHMG and the funding arrangements. They are requesting from EPC:

1. Contribution of £20,000 towards the cost of Phase 1 of the project
2. Allocation of the proposed site for the provision of the play area
3. Allocation of an annual budget of £2,000 as a contribution towards the maintenance and monitoring of the site.

Stephen Gribble on behalf of the Eastington Community Orchards Group presented a report on the Brownings Orchard project. This will provide an orchard on a 30 year lease of land behind the Kings Head. They are requesting from the EPC a contribution of £7,500 towards a long term fund to cover the annual payments of the lease and set up costs.

5 Resolutions

5.1 Finance

- 5.1.1 The RFO presented the Internal Audit report and his responses.
Item B: Recommendation for copy of financial regulations to be presented to the auditor. Financial regulations to be put on the next EPC meeting agenda to allow time to read and digest.
Item C: Insurance arrangements. Insurance to be put on a future EPC meeting agenda
Item D: Level of reserves. To note the level of precept for 2013/14 was £31,673. Precept to be put on the next EPC meeting agenda. The RFO to circulate a summary of the calculation for best practice in reserve levels. **ACTION: RFO**
Item I and K: The Charlie Bullock Fund should have a separate bank account and have its legal status legal status. Charlie Bullock Fund to be put on a future EPC meeting agenda **ACTION: RFO**
Approval for all the above items in 5.1.1 were proposed by Cllr Bullock and seconded by Cllr Simmons. Carried.
- 5.2 The RFO is working with a telecoms contractor on a contract for the Clerk's mobile phone and dongle. To be brought to a future agenda for approval **ACTION: RFO**
- 5.3 Grant provision. It was discussed that the agenda item should be classed as a gift not a grant.
- 5.3.1 A gift of £15,000 to be made to the Eastington Youth Group. A request to formerly accept the use of the land and for an annual budget to be set aside for the maintenance of the site is to be brought to the next EPC meeting. **ACTION: Clerk**
- 5.3.2 A gift of £5,000 to be made to the Eastington Community Orchard Group
Approval for all the above items in 5.3 were proposed by Cllr Edwards and seconded by Cllr Bullock. Carried.

Cllr Cozens joined the meeting at 7.50pm.

- 5.4 The Chair presented his report for a proposal to start a feasibility planning stage of a Parish Wind Turbine Project. A discussion was held on including other sources of renewable energy. It was proposed that the project should be the Parish Wind Turbine and Alternative Renewable Energy

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Signed.....
Chairman/Responsible Officer

Date.....

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Sources Project with a budget limit of £2000 by Cllr Edwards and seconded by Cllr Cozens. Carried.

- 5.5 The RFO presented the requirements of an online payments process to be added to the manual cheque process.
- 5.5.1 The proposal to adopt the online payments process was made by Cllr Cozens and seconded by Cllr Allen. This was carried with 1 abstention.
- 5.5.2 All councillors to be signatories for cheques or online access was proposed by Cllr Cozens and seconded by Cllr Allen. Carried with 1 abstention.
- 5.5.3 A proposal to have 2 signatories for each payment was proposed by Cllr Allen and seconded by Cllr Bullock. Carried with 1 abstention.
- 5.5.4 As the bank documents were not available, this item is to be included in the next EPC meeting agenda. **ACTION: Clerk**
- 5.6 Cllr Edwards asked that the item should read the Charlie Bullock Fund to avoid confusing it with a Trust.. **ACTION: Clerk**
- 5.6.1 It was proposed that any 2 of 3 members of EPC would act as members of the Charlie Bullock Fund Management Committee by the Chair and seconded by Cllr Bullock, Carried with 1 abstention. This item is to be brought to a future EPC meeting. **ACTION: RFO**
- 5.7 The update of the financial regulations is still in progress and will be brought to the next EPC meeting agenda. **ACTION: RFO**
- Cllrs Edis-Bates and Evans joined the meeting at 8.30pm.
- 5.8 The Chair presented his update on the issues he wished to be discussed at a meeting of the OHMG Management and Custodial Trustees the date of which is to be agreed. After a heated discussion Cllr Cozens left the meeting. A proposal to write a letter as OHMG Custodial Trustees to Mark Cousins, as Chair of OHMG Management Committee and copied to all the Trustees expressing concern that the annual accounts were overdue and offering any immediate assistance they may need for an early and amicable settlement was proposed by Cllr Evans, seconded by Cllr Edwards. Carried.

The meeting finished at 9.35pm.

Notice: The next meeting of Eastington Parish Council will be on Tuesday 13th August 2013. Anybody with an item they wish to bring to the attention of the Council, should forward details, in writing, to the Clerk to the Parish Council, no later than Monday 5th August 2013.