

Spelsbury Parish Council

MINUTES 20160517

MAY 17, 2016 6.00 PM

SPELSBURY MEMORIAL HALL

ATTENDEES	Rick Leyland, Graham Beacham, Simeon Harvey, Helen Datson Anne Ogilvie (Clerk)
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1. APOLOGIES

Craig Richardson, Paul Rowley

2. DECLARATIONS OF INTEREST

None registered

3. CURRENT FINANCE

a. To approve current expenditure Ken Wakefield – Grass and hedge cutting from November 2015 – March 2016 (100659) £44.00 – approved CPRE – Annual subscription (100660) £36.00 – approved Community First Oxfordshire – Annual subscription (100661) £35.00 - approved A Ogilvie – March salary (100662) £82.20 – approved A Ogilvie – Expenses March – May £50.71 – approved (cheque not available for raising)	
Action – Payments to be recorded and sent	By – Parish Clerk

b. To present current status of bank accounts Accounting statement as of 30 April had been sent to Council prior to the meeting – no comments Current account including payments in 201605173a was £6352.26 Deposit account balance was £2610.18	
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c. To approve Clerk salary and expenses It was resolved to approve Clerk salary and expenses.	
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4. BANK ACCOUNTS

a. To update Council on change of postal address for bank accounts Change of address to new Clerk has taken effect	
	Completed

b. To select new signatory for bank accounts It was resolved to add Simeon Harvey as a signatory, and to remove Mark Wheatley as a signatory. Action – Simeon Harvey to be added to the signatory list. Mark Wheatley to be removed from signatory list.	
	By – Rick Leyland

5. ANNUAL ACCOUNTS

a. To agree and sign the Annual Governance Statement for the year ending 31 March 2016 It was resolved to agree and sign the Annual Governance Statement for the year ending 31 March 2016 Action – Annual Governance Statement signed by Chair and Clerk	
	Completed

b. To approve and sign the Accounting Statements for the year ending 31 March 2016 It was resolved to approve and sign the Accounting Statements for the year ending 31 March 2016 Action – Annual Governance Statement signed by Chair and Clerk	
	Completed

c. To set the date for the commencement of the Exercise of Public Rights It was resolved to set 01 July as the commencement of the Exercise of Public Rights Action – Notification of commencement to be posted on noticeboard at correct time	
	By - Clerk

6. ANY OTHER BUSINESS, TO INCLUDE PUBLIC PARTICIPATION

a. Clerk commented that an email which had been forwarded to Councillors regarding an update of an issue, had unfortunately been forwarded on, causing the original sender to receive an email from a parishioner on an unrelated matter. Action – Clerk to remind Councillors to take care when forwarding emails to ensure that email addresses or information is not sent inappropriately to other people	
	By - Clerk

7. DATE OF NEXT MEETING

Next meeting – Monday 04 July at 7.30 pm at Spelsbury Memorial Hall
