

DOYNTON PARISH COUNCIL
MINUTES OF DOYNTON PARISH COUNCIL MEETING
HELD ON WEDNESDAY 4th May 2022 AT 7.30 PM.

Present:	Peter Hart	Chairman
	William Crew	Councillor.
	William Roch	Councillor.
	Jill Salter	Councillor
	Stephen Reade	District Councillor
	Elaine Weightman	Parish Clerk

No members of the public in attendance

The Chairman welcomed everybody and opened the meeting.

Action

1. **APOLOGIES:** Cllr. Williams, District Cllr. Ben Stokes
2. **TO APPROVE THE MINUTES OF THE LAST MEETING**
The Minutes of the Parish Council meeting of 23rd March were approved and signed by the Chairman on the proposal of Cllr. Roch and seconded by Cllr. Crew.
3. **MATTERS ARISING.** *Jane Girling has forwarded a comprehensive "Litter Pick organisation" document to assist with future Parish Litter picks of which the clerk has thanked her and will pass on to future resident organisers.*
4. **TO RECORD DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION FROM MEMBERS OF ANY ITEMS TO BE DISCUSSED AND DECIDE IF ANY ITEMS REQUIRE EXCLUSION OF PRESS & PUBLIC.**
None to note
5. **TO ADJOURN TO ALLOW PUBLIC PARTICIPATION.** *No public in attendance*
6. **PLANNING**
 - 6.1 **To Comment on Planning Applications. P22/01969/O** Land at Culleysgate Farm Culleysgate Lane Doynton. BS30 5AD: Erection of 1 no. Agricultural Workers dwelling (Outline) with access, layout and scale to be determined, all other matters reserved. *No objection*
P21/00116/F re submission: Wick Quarry, London Road, Wick BS30 5SJ.
Change of use, for temporary period of 15 years of nature reserve (Sui Generis) to nature reserve and outdoor activity centre and recreation space (Sui Generis) as defined in the Town and Country Planning (use Classes) Order 1987 (as amended). Installation of 2 no. Storage units and 5 no. converted shipping containers to form office, café, and meeting rooms, *Comments resubmitted from November 2021 by the clerk*
To record comments on applications dealt with since the previous meeting.
– None to record
EW
 - 6.2 **To Note Planning Decisions.:** - **P22/01732/TCA** Woodmead, Church Road, Doynton. BS30 5SU: Works to fell 1 no. Leylandii situated within the Doynton Conservation Area. *No Objection.*
P21/07228/LB Rectory Farmhouse 39 Toghil Lane. Doynton BS30 5SY: Works to replace non original single glazed windows with slimline double-glazed windows with associated works where indicated on submitted plans.
Approve with conditions
P21/07245/F Rectory Farmhouse 39 Toghil Lane Doynton. BS30 5SY: Works to replace single glazed windows with slimline double-glazed windows with associated works where indicated on submitted plans. *Approve with conditions*
EW
 - 6.3
 - 6.4 **Other Planning Matters.** *None to record.*

7 FINANCE

7.1 The members resolved this Parish Councils exemption from a limited assurance review by the external auditor and confirmed the qualifying criteria are met. The exemption certificate had been signed by the RFO Elaine Weightman on 3rd May 2022 and by the Chairman Cllr. Hart at this meeting.

7.1.1 The Audit of Accounts 2021/22 was reviewed on 10th April 2022 by the Internal Auditor Iain Selkirk and forwarded for signature at this Parish Council meeting.

7.1.2 To approve invoices for Bill payment at this meeting

- £448.64 E Weightman, Parish Clerk, (work undertaken April, May 22)
- £ 86.95 E Weightman, Parish Clerk, (quarterly expenses April, May 22)
- £110.00 Iain Selkirk, for internal audit 2021/22.
- £ 96.60 Playsafety for inspection of Toghill playground.

The above were approved and proposed for payment by Cllr. Salter and seconded by Cllr. Hart

7.1.3 Payments approved and minuted at the meeting on 23rd March were cross checked with the invoices and bank statement by Cllrs. Roch & Crew & the Clerk at this meeting.

7.2 FINANCE REPORT

7.2.1 After clearance of the payments noted above, the working capital balance at HSBC Bank for the month to 31st May 2022 will be £7,272.92 which includes all of the following funds from SGC of the first instalment of the Precept £2,625.00, A Community Infrastructure Levy award of £200.95 and the MAF Grant of £1000 awarded for the Queens Jubilee celebrations and the debit of monthly bank charges £5.00.

The balance on the S106 savings account currently stands at £14,565.77.

7.2.2a The Council agreed to consider and accept the Annual Governance Statement 2021/22

7.2.2b The Council agreed to approve the Annual Governance Statement 2021/22

This was signed by the Chairman and the Parish Clerk, as the Responsible Finance Officer

7.2.3a The council agreed to consider and accept the Annual Accounting Statement 2021/22 which had been *signed and presented by the Parish Clerk, as the Responsible Finance Officer on 3rd May 2022*

7.2.3b The council agreed to approve the Annual Accounting Statement 2021/22

This was signed by the Chairman at this meeting with all in agreement.

7.2.4 The above documents and the Annual Return and the Declaration of Status of The Accounting Statements for the Year ended 31 March 2022 will be sent to the website after this meeting on 16th May and the “Notice of Appointment of the Date for the Exercise of Electors’ Rights” will commence on Monday 13th June and end on Friday 22nd July 2022. This will be displayed on the Parish website and noticeboard.

EW

The Certificate of Exemption –AGAR 2021/22 form 2 and the Clerk/RFO contact details will be forwarded to external auditors PKF Littlejohn on May 16th, 2022

EW

7.2.5 It was agreed to appoint Mr Iain Selkirk as Internal Auditor for 2022/23 if required.

7.2.6 The Practitioners Guide of March 2022 published by JPAG (Joint Panel on Accounting & Governance) sections 1 & 2 “Proper Practices “smaller authorities must follow was adopted by DPC at this meeting

- 8 VILLAGE MAINTENANCE & HIGHWAYS.**
- 8.1 Update on problems already reported to SGC unless stated.**
 The unblocking of the Ditch by Rectory Farm and blocked drain by Vine cottage on the High Street, will be escalated by the Clerk and District Cllr. Reade. The drain needs digging out and vacuumed out of all debris EW
- 8.1.2 Highways:** - Chris Harris is awaiting searches for utilities underground in the areas of the village where traffic calming measures are being considered and liaising with Glasson re those and costings for village boundary posts. As noted in the Annual Residents meeting the 30 mph painted Roundels are due to be added to Bury Lane.
- 8.2 New Issues raised by Councillors.**
None to note
- 9. SPECIAL MATTERS FOR ATTENTION**
- 9.1** The new play equipment from Sutcliffe Play is due in stock around mid-June and a date for installation will be agreed around that point. EW
- 9.2** The Queen's Platinum Jubilee Weekend plans are with the committee members and going to plan with events being well subscribed.
 The souvenir to be handed to every resident U16 within the Parish will be ordered by the clerk utilising some of the SGC Member Award Funding (MAF) grant. EW
 It was noted the adoption by this council at an Interim Meeting on March 29th, 2022, of DPC Safeguarding Children & Vulnerable Adults and Equality Diversity policies signed by Cllrs. Hart, Crew and Salter which was forwarded to SGC in order to obtain the MAF grant award £1000. EW
 Both policies have been added to Doynton Website and will be reviewed annually. EW
- 9.3** The Play Area Safety Inspection Report 2022 was discussed, and the required actions will be forwarded to Fred Ellis to undertake works as necessary EW
- 9.4** It was agreed that No Mow May should not apply to the Village Green as a patch is left uncut already.
- 10 TO RECEIVE REPORTS OF MEETINGS ATTENDED.** *None to note*
- 11 TO RECEIVE REPORTS FROM DISTRICT COUNCILLORS.** *Noted at Annual residents meeting*
- 12 MATTERS OF INTEREST RAISED BY MEMBERS.** *Noted at Annual Residents meeting.*
- 13 ITEMS RAISED BY MEMBERS TO BE INCLUDED IN FUTURE AGENDAS.**
Cllr. Crew to update on the Langton's Trust.
Change to Heading at Agenda Item 5: Any member of the public wishing to discuss an item please email the clerk. doyntonparishcouncil@hotmail.co.uk. EW
- 14 DATE OF NEXT MEETING:** - Tuesday July 19th at the Doynton Village Hall.
 The meeting closed at 8.40pm

Signed.....

Date.....