

[DRAFT] MINUTES

NEWTON ST LOE PARISH COUNCIL

Minutes of a meeting of Newton St Loe Parish Council held on Thursday 21 June 2018 at 7 p.m. in Newton St Loe Village Hall

Present: Parish councillors Mark Foster (Chairman), John Everitt, Hugh Gay and Kylie Light

Also in attendance: Clerk and three members of the public

MATTERS FOR DECISION

COU17/18: Apologies for absence

Apologies for absence were received from David McLean

COU18/18: Declarations of interest

None

PUBLIC PARTICIPATION

COU19/18: Public participation

Members of the public referred to the request from the Village Hall Committee for some or all of the Community Infrastructure Levy to be used to fund an exterior door for the Hall.

Members of the public also suggested CIL could be used for traffic calming measures in the village.

MATTERS FOR DECISION

COU20/18: Minutes of the Annual Meeting held on 17 May 2018

The Minutes of the Annual Meeting of the Parish Council held on 17 May 2018 were confirmed as a correct record and signed by the Chairman.

COU21/18: Approval of Annual Governance Statement for the year ended 31 March 2018

Members considered a draft Annual Governance Statement for 2017/18 (Annex 1). Members considered that it would be useful in future years if evidence in support of the assertions was provided.

RESOLVED that the Annual Governance Statement for 2017/18 be approved

COU22/18: Approval of Annual Accounting Statements for the year ended 31 March 2018

Members considered draft Annual Accounting Statements for 2017/18 (Annex 2) along with supporting records of receipts, payments and fixed assets.

RESOLVED that the Annual Accounting Statements for 2017/18 be approved

COU23/18: Payment of data protection fee to the Information Commissioner's Office ('ICO')

Members noted that under the new data protection regime in force from 25 May 2018 it was no longer necessary to register with the ICO as a data controller but an annual fee must be paid to the ICO by every data controller. The fee for the Parish Council (due on 12 July 2018) would be £40 but there would be a £5 saving if the fee was paid by direct debit.

RESOLVED that a direct debit be authorised to cover the fee

COU24/18: Response from Bath Spa University to the Parish Council's letter of 13 April regarding parking in the village and other issues

Members considered a response from Bath Spa University to the Parish Council's letter of 18 April (letter and response at Annex 3). Members noted also that District Councillor David Veale and a highways officer had held a site visit.

RESOLVED that the Chairman invite the University and District Councillor David Veale to a meeting to be held before the next Parish Council meeting on 19 July

COU25/18: Use of Community Infrastructure Levy

RESOLVED that this item be further considered at the meeting on 20 September with a view to making a final decision

MATTERS FOR INFORMATION

COU26/18: Income and expenditure report

The only receipts and payments for 2018/19 were those set out in COU9/18 above

COU27/18: Clerk's report

- The Clerk would bring a revised grounds maintenance contract for 2017/18 to the meeting on 19 July
- Members asked the Clerk to enquire about weed spraying and hedge cutting on the highway and on public rights of way

COU28/18: Future agenda items

- Outcome of meeting with University and District Councillor David Veale
- Use of Community Infrastructure Levy
- Possible grant from Bath and North East Somerset Council for improvements to play area
- Review of standing orders

Meeting closed 8.15 p.m.

Signed.....
Chairman

...../...../2018