

**Minutes of Abthorpe Parish Council Meeting held on Monday, 27 November 2017
at 7:45pm in the Old School, Abthorpe**

Present: Councillors: M Perrigo (Chairman), T. Emerton Parish Clerk, Cllrs: M Berry, D Cambray, M Hulbert, A Hammon

1. To receive and approve apologies for absence

Apologies received and accepted from Councillors Fenwick and Ford-Cordes.

2. Members declaration of interest for items on the agenda

No declarations of interest were made.

3. To receive and approve for signature the minutes of the meeting held on Monday 16th October 2017 and the special planning meeting of Thursday 9th November 2017

These were accepted and signed.

4. To note any matters arising from the minutes

| Action No. | Description | Action |
|--------------------|---|--|
| Mar 2017 – 001 | Clerk to arrange to download of data from the Speed sign onto the Parish Laptop. | Action Ongoing - Councillor Fenwick – move to next meeting |
| Oct 2017 – 004 | Expenditure against budget to date | Clerk to agenda donations at the next meeting to agree if the Parish Council will fund these – Closed it was agreed to fund donations again this year |
| Nov 2017 – 005 001 | School Hall Refurbishment funding request | Parish Council to discuss funding request at next full attended meeting – Monday January 8 th 2018 Clerk to agenda item |
| Nov 2017 – 005 002 | Mini Farm Appeal Parish Council attendance Tuesday 9 th January 2018 | M Perrigo (Chairman) will attend the appeal on behalf of the parish |
| Nov 2017 – 005 003 | Redirection of Parish Clerk mail | Clerk to speak to Councillor Fenwick to understand if any mail has been delivered to his house whilst he was away – Clerk to agenda at next meeting |
| Nov 2017 – 005 004 | County Council Medium Term Financial Plan | Clerk to agenda at next meeting to discuss the outcome of the County Council Meeting – Councillors to discuss and provide any comments |
| Nov 2017 – 006 | Planning consultation/Information for application reference S/2017/2692/FUL at Slapton Mill Lane Slapton NN12 8PE | Clerk to respond with no comments or objections Clerk to clarify if we should be sent planning applications for Slapton as it is outside of our Parish |
| Nov 2017 – 007 004 | Budget and Precept for 2018 /19 | Clerk to agenda next year's budget and precept at next meeting and to include: <ul style="list-style-type: none"> • Next year's payment for street lighting from the Solar Farm fund • Training for Clerk on Audits • Christmas Tree fund |
| Nov 2017 – 009 001 | External Audit | Output from the County Council meeting on External Audit Clerk to agenda at next meeting Clerk to organise training on Audits |
| Nov 2017 –009 002 | Data protection | Clerk to find out who the data protection officer can be and agenda discussion at next meeting |

5. Specific items for discussion

1. Old School Refurbishment Funding Request

The Old School Committee requested support with funding towards the renovation of the School Hall. The Old School Committee wanted to confirm that the funding requested was actually from next year's Parish Council budget and not this year. They commented that they had already raised £45k by grants and fundraising and are £8k short, although felt they could complete further fund raising for some of this so requested support of between £2k – £4k.

Chairman Perrigo asked if all the items for the refurbishment are necessary rather than desirable. The Old School Committee said that the detail of the renovation works proposed will be put to the village to gain their feedback before any agreement on the renovation is started.

Due to the need to ensure open and transparent decision making when allocating the P Council's budget and spend, the councillors felt that this matter should be taken forward to the next meeting on Monday 8th January 2018 to be discussed when all Councillors are in attendance. The decision reached at that time will be advised to The Old School Committee.

2. Mini Farm Appeal Parish Council attendance Tuesday 9th January 2018

Chairman Perrigo will attend the meeting on behalf of the Parish Council.

3. Redirection of Parish Clerk mail

The Councillors discussed and agreed that the Clerk should speak to Councillor Fenwick on his return to understand if any mail is still delivered to his house for the Parish Clerk. This should be put on the agenda for the next meeting to discuss whether a redirection is required.

4. County Council Medium Term Financial Plan

A formal response will be put together after discussion at the next meeting once the decisions on cut backs by the County Council are advised.

Councillors to ask the people they know who currently use the County Connect Bus to give feedback on the service to help us provide a formal response to the County Council if it decides to withdraw the service.

6. Planning

Planning consultation/Information for application reference S/2017/2692/FUL at Slapton Mill, Mill Lane. Slapton, NN12 8PE

No objections or comments.

Clerk to clarify if we should be receiving Slapton's Planning applications as Slapton is outside our parish.

7. Finance

1. Cash in bank (as of 19th November 2017)

- a. Treasurer's Account £5,561.96
- b. 30 Day Business Account £3,876.03

2. Donations under Section 137

These were agreed to be paid again this year to TADD £187, Air Ambulance £50, Abthorpe PCC £50, Victim Support £50

3. Invoices for payment – these were agreed to be paid

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|--------|---------------|-----------------------|---------|--|
| 6.2. 1 | Phil Berry | Petrol for lawn mower | £6.00 | |
| 6.2. 2 | Keith Fenwick | Printing of Abtalk | £95.40 | |
| 6.2.3 | Keith Fenwick | TADD donations | £187.00 | |

4. Budgeting and Precept for next year

The budget was discussed and agreed for next financial year. Clerk to agenda for next meeting including payments for street lighting using the funding from the Solar Farm; also to add additional funding for training likely to be required due to the new audit policies; and £100 for possible mower repair.

Parish Clerk asked the councillors to consider including in next year's budget a donation of £100 towards a Christmas Tree for the village green, in partnership with the Church Committee. It was unanimously agreed. This year, the Bell Plantation has donated a Christmas Tree for the village.

8. Correspondence

Nothing to report

9. Any other business

1. External Audit

Councillor Perrigo raised the issue of new rules for external audit and asked the Clerk to put onto the next meeting's agenda, once the County Council has had its meeting on 6th December.

2. Data protection

New regulations in May 2018 mean we are required to nominate a data protection officer. As this cannot be the Parish Clerk, the Clerk was asked to clarify who this can be and agenda this item for next meeting

10. Close

Signed
(Chairman Perrigo Parish Council Clerk)

Date