

# Whittington Parish Council



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## Minutes of the Extra Ordinary Meeting of Whittington Parish Council held on Tuesday 31 May 2016 at 19.30 at Whittington Church

Democratic Period/ Question Time: None.

### Those Present:

Chairman: Cllr S Macleod  
Councillors: Cllr S Clark, Cllr A Guy, Cllr F Richards,  
Officers: Mrs C Chambers (Parish Clerk)  
Attendees: 1 parishioner

- 1) **Attendance and Apologies** - Apologies for absence were received from Cllr R Pearce
- 2) **Declarations of Interest and Ethical Matters.**
  - a To receive declarations of Personal (non prejudicial) Interests in items on this Agenda.  
None.  
Cllr S Macleod declared an interest in agenda item 3a as the applicant is a neighbour.
  - b To receive declarations of Prejudicial Interests in items on this Agenda and their nature.  
None.
  - c Ethical Matters. None.
- 3) **Planning Applications & decisions - To consider new planning applications**
  - a) **W/16/01074/PP - Applicant:** Miss L Detheridge  
**Location :** 4 Church Terrace, Church Lane, Whittington, Worcester, WR5 2RD  
**Description of Proposal:** Erection of summer. It was moved, seconded and **RESOLVED** that the application be approved, subject to the proposal not adversely affecting neighbouring properties.

### 4) **Internal Audit Report - Year End 2015/2016**

The Clerk had circulated with the agenda the Mr Bradley's WPC Internal auditors report for the year ending 2016. The Council referred to the internal auditor's action plan on page 5. Reference **R1** - It was moved seconded and **RESOLVED** that the Clerk circulate purchase invoices/expense receipts to the Council for approval before payments are made.

**R2** - S137 the available budget for 2015/2016 had not been calculated - Total on the register of electors for 2015/2016 was 519 x £7.36 = £3,819.84 this amount was the budget for 2015/2016.

### **Explanation of s137 Power of local authorities to incur expenditure for certain purposes not otherwise authorised.**

(1)A local authority may, subject to the provisions of this section, incur expenditure which in their opinion is in the interests of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants, but a local authority shall not, by virtue of this subsection, incur any expenditure—

(a) for a purpose for which they are, either unconditionally or subject to any limitation or to the satisfaction of any condition, authorised or required to make any payment by or by virtue of any other enactment; nor

(b) unless the direct benefit accruing to their area or any part of it or to all or some of the inhabitants of their area will be commensurate with the expenditure to be incurred

**Clerks Note** - *The Department for Communities and Local Government has confirmed that the appropriate sum for parish councils for the purposes of **section 137 (4)(a) of the Local Government Act 1972 ("the 1972 Act") for 2016-2017 is £7.42.***

**R3** - S106 projects, it was noted that prior to the commencement of projects it would be good practice to carry out a risk assessment. This will help to determine what risks such projects could pose to the council and to consider appropriate controls to put in place.

a. **Annual Return Year End 2015/2016**

The Clerk had circulated with the agenda a copy of Whittington Parish Councils Annual Return. It was moved, seconded and **RESOLVED** that the annual return be approved.

b. **Whittington Parish Council Asset Register.**

The Clerk had circulated with the agenda a copy of Whittington Parish Councils Asset Register. The Clerk confirmed that for the purpose of the annual return that all assets must be of the original value and not the depreciated value, she also confirmed that the village hall land is held in trust for the Village Hall Charity therefore the value of the land the Parish Council is nil.

c. **Receipts.** Total receipts for 2015/2016.

The Clerk has circulated with the agenda a list of all receipts for the whole year 2015/2016. It was moved, seconded and **RESOLVED** that all receipts for the year 2015/2016 be approved.

d. **Payments.** Total payments for 2015/2016.

The Clerk has circulated with the agenda a list of all payment made by WPC for the whole year 2015/2016. It was moved, seconded and **RESOLVED** that all payments for the year 2015/2016 be approved.

e. **Bank Reconciliation.** Bank reconciliation for 3 banks accounts as at 31 March 2016.

The Clerk had circulated with the agenda the bank reconciliation for the 3 banks accounts held by Whittington Parish Council. The total of the 3 accounts showed a balance of £30,698.92 as at the 31 March 2016. It was moved, seconded and **RESOLVED** that the bank reconciliation of the 3 accounts held by Whittington Parish Council be approved.

5) **Date of Next Meeting.**

The date of the next Ordinary Meeting of the Council will be Tuesday 12<sup>th</sup> July 2016 at Whittington Village Hall.

There being no further business, the meeting closed at 8.35pm.

Councillor S Macleod  
Chairman