

MAMBLE PARISH COUNCIL

Draft Minutes of a Meeting held on Thursday 5th April 2018 in the Village Hall at 7.05pm.

Present: Cllrs: Mr J Pepper (Chairman), Mrs S Rawlins, Mr D Jones, Mr C Bunn and Mr S Finney.
In Attendance: Mrs A Watson (Clerk)

1. **Apologies:** There were no apologies.
2. **Declarations of Interest:** Cllr. Bunn declared an interest at Item 5.1.
3. **Minutes:** The minutes of the meeting held on the 01/02/18 were approved and signed by the Chairman.
4. **Progress reports:**
 - 4.1 Blocked Drains: Bury House Ref. 505607 and Bayton Lane 505611 have both been reported again by the Clerk but no work has been done to date.
 - 4.2 Bottle Banks in the lay-by are full and overflowing. The Clerk has reported this problem to the Council.
 - 4.3 Additional bin for Parish Litter. The Clerk has put in a request to see if this can be provided or purchased for Cllr. Bunn to use.
5. **Items for Discussion:**
 - 5.1 Lengthsman's Contract for 2018/2019. As this has not yet been received, it was agreed to extend the Lengthsman's Contract with Cllr. Bunn for another month under the same terms and conditions.
 - 5.2 Smartwater Scheme. Councillors agreed that as only 3 parishioners had expressed any interest in the scheme the Parish Council would not be signing up. The Clerk is to reply with details of how it can be purchased directly.
 - 5.3 Parish Council Website. Due to the Smaller Authority Transparency Code, the Council will be looking at website provision in the near future.
6. **Correspondence Received and read out at the meeting:**
 - Correspondence from the Community Heartbeat Trust.
 - Information on 'Party in the Park' from WPC V Snape and request for donation. Councillors agreed to a donation of £100.
 - Data Protection Toolkit from Worcestershire CALC. The Clerk is to enquire if Mr R Simpson is available to conduct an internal audit this year and also the role of Data Protection Officer.
 - Information on Smaller Authorities' Audit Appointments Ltd from PKF Littlejohn LLP.
 - P3 Scheme 2018/2019 information provided by Cllr. Bunn will be sent to the Countryside Services.
7. **Finance:**

Bank Statements as at:

 - 26.02.18 Business Account £5048.49
 - 31.03.18 Current Account £4738.20

Receipts: 09/02/18 WCC Parish Paths P3 Scheme £498.00
31/03/18 Worcestershire CALC Grant £905.00

The following Payments made during March were ratified:

 - Mr C Bunn (Lengthsman February 2018) £192.00
 - Mrs A Watson (Clerk Salary 06/02/18-05/03/18) £220.00
 - Mrs A Watson (Reimbursement for Computer Equipment) £606.98
 - Worcestershire CALC (Clerk's gathering) £10.00

The following payments were approved and cheques signed:

 - Mr C Bunn (Lengthsman March 2018) £192.00
 - Mrs A Watson (Clerk Salary 06/03/18-05/04/18) £220.00
 - Mrs A Watson (Clerk Expenses January & February 2018) £51.80
 - Holland Coaches (Minibus Hire Jan-March 2018) £166.15
 - Mamble Village Hall (Hire of hall 2017) £165.00
8. **Councillors' and Clerk's reports and items for future agenda.**
 - 8.1 The Clerk has reported the activities going on at Yew Tree Cottage to the Planning Enforcement Officer.
9. **Date of next meeting:**

The Annual Parish Meeting and the Annual Meeting of the Parish Council will take place on **Thursday 3rd May 2018.**

The Chairman thanked everyone for their attendance and closed the meeting at 8.15pm.

Signed.....
Chairman

Date.....