

# Frankley Parish Council

Thursday 12 May 2016  
At St Leonards Church Hall 1900 hours

## ANNUAL GENERAL MEETING MINUTES

<b>Present:</b>	J Gwinnett (JG)	<b>Distribution:</b>	C Allen-Jones (CAJ)
	N Bailey (NB)		R Jenkins (RJ)
	J Jarrard (JJ)	<b>Apologies:</b>	M Sherrey (MS)
	P Morgan (PM)		
	P Smith (PS)		

### 1. Election of Chair

JG stood down as Chair and nominees were sought for a new Chair. In the absence of candidates, it was proposed by JJ that JG be appointed as Chair again; this was seconded by PS.

JG accepted the role and will complete / return the Declaration of Office form.

### 2. Welcome and Approval of Previous Minutes

The Chair welcomed those present and thanked them for attending. The Minutes of the previous meeting were approved.

### 3. Apologies for Absence

No apologies of absence were received prior to the meeting. Post meeting note: MS sent her apologies.

### 4. Declarations of Interest

The Declaration of Interest form was signed off.

### 5. Public Session

There were no members of the public in attendance.

### 6. Maintenance Contracts

The Lengthsman budget for 2016/2017 remains the same as last year: £1,802.00. The maintenance of the bus shelters, bench and notice board will be reviewed in 6 months; proposed by JJ, seconded by PM.

A provision of £40.00 has been allowed for replacement and fitting of perspex in 1 no. bus shelter.

### 7. Budget Details for Financial Year 2016/2017

With regard to the increase in the precept for 2016/2017, to reiterate previous discussions, due to funding cuts from BDC, the grant paid to the Parish will decrease over the next 3 years, reducing to zero in 2018/2019. In January 2016, the Chair proposed that an increase of approximately £1.00 per household be applied for 2016/2017. Further increases will be applied in 2017/2018 and 2018/2019 in order to cover loss of the grant.

With careful budgeting, it is hoped that monies will be available for a grit bin in the area of Yew Tree Lane / Pound Lane.

Cllr Morgan does not have access to MS Windows / Excel. It was proposed that monies from the Transparency Funding be used to purchase the appropriate software. All those present were in favour.

**8. Standing Orders**

The Standing Orders were acknowledged.

**9. Banking Arrangements**

Whilst on-line banking may be the way forward, on the basis that the Parish makes minimal transactions, payment by cheque will continue for this financial year.

**10. Asset Register and Risk Register**

The figures included in Registers are based on historic values.

**11. Model Code of Conduct and Freedom of Information Act**

The Code of Conduct was distributed.

Media storage is to be set up to store electronic papers. Items that cannot be scanned and stored electronically will be sent to BDC archive.

**12. Insurance Cover**

If the Parish agree to use AON as insurance provider for the next three years then a discount is available which will save £90.00 over the term. All were in favour of continuing with AON.

**13. Any Other Business**

WCC 'promised' road signage within the Parish 15 years ago. JG to send an email to chase progress.

Fly tippers: there has been a successful prosecution in Wythall, as the law now imposes an on the spot fine of £400.

JG has litter pickers, hi viz vests and bags.

Only two responses have been received to the Neighbourhood Plan newsletter. Neither are interested in assisting with a proposal.

**Dates for future meetings:**

Thursday 14 July 2016

Thursday 20 October 2016 (NEW DATE)\*\*\*\*

Thursday 12 January 2017

Thursday 13 April 2017

Thursday 11 May 2017

Thursday 13 July 2017

Thursday 12 October 2017