

## MENDHAM PARISH COUNCIL

ANNUAL MEETING – 17<sup>TH</sup> MAY 2017

MINUTES [ approved by councillors on 17-07-17].

1. The current chairman, Denis Pye, welcomed councillors Jimmy Kent, Tony Dawson, Thelma Brown, and Mark Shortt. Apologies were received from Richard Mattocks and Kathy Ferrar. The clerk, Caroline Cardwell, was in attendance. Also present Lavinia Hadingham [MSD councillor].
2. **Election of chairman** for coming year – Denis Pye was proposed and seconded; all in favour and Denis Pye signed the acceptance form.
3. **Election of vice-chairman** for the coming year – Tony Dawson was proposed, seconded and all were in favour; Tony Dawson signed the acceptance form.
4. **Declarations of interest** and any dispensations allowed – none.
5. **Minutes of previous meeting** [20-03-17] were approved and signed as a true record.
6. **Matters arising not on agenda** – the asset register needs to be updated. Clerk suggested a litter picking event as fly-tipping was becoming an increasing problem.
7. **Finances** –
  - Balances at 28-04-17; c/acct: 12,578.54; sav/acct: 3,971.02; Total reserves - £16,549.56
  - Cheques approved as follows: 152 to C. Cardwell – 307.70 [net sal apr/may]; 153 to HMRC – 115.20 [tax to 5 Jul]; 154 to Mendham Primary School – 10.00 [hire 20 mar]; 155 to SALC - 259.12 [sub]; 156 to Van Dijk – 108.00 [payroll services]; 157 to Mendham and Withersdale Village Hall – 23.00 [today's hire]; 158 to Suffolkbiz – 15.00 [website domain name]; 159 to Suffolkbiz – 70.00 [training]; 160 to Denis Pye for 320 [payment for tree trimming]. Total cheques - £1228.02
  - Receipts and Payments account for y/e Mar 17 – received and approved
  - Internal audit received and auditor's comments noted for further action.
  - External audit – annual governance statement approved and external audit form [BDO] approved and signed.
8. **Website**, new – this is [www.mendhamwithersdale.org.uk](http://www.mendhamwithersdale.org.uk) – further information on input.
9. **Any other business** – the school hall is to be divided and this may impact on future PC meetings; the large school notice banner on the village crossroads has raised some issues; there have been questions re a large van in the car park with a query as to owner. **Correspondence** was received and discussed.
10. Next meeting – 17<sup>th</sup> July 2017

The meeting closed at 8.45pm