

## MENDHAM PARISH COUNCIL

### ANNUAL MEETING – 23<sup>RD</sup> MAY 2018

#### MINUTES [approved by councillors on 16-07-18]

1. The chairman, Denis Pye, welcomed councillors Jimmy Kent, Kath Ferrar, Mark Shortt and Steve Keeling.  
Apologies were received from Richard Mattocks, Stewart Orr, Thelma Brown and Tony Dawson. Lavinia Hadingham [MSD councillor] attended. The clerk Caroline Cardwell, was in attendance.
2. Election of chairman for coming year – Tony Dawson was proposed and, although absent, had indicated that he was prepared to stand, - all councillors approved.
3. Election of vice-chairman for coming year – Denis Pye was proposed, he agreed to stand and all councillors approved.[ DP took the chair in the absence of TD.]
4. Declarations of interest and any dispensations allowed – none
5. Minutes of previous meeting [19-03-18] were approved and signed as a true record.
6. Matters arising not on agenda – there were further comments on the degree of flooding in various places in the village after heavy rain. It was agreed to contact Guy McGregor [SC councillor] to see if he could help. It was noted that school parking lines had been re-instated.
7. Finances
  - Annual accounts [Receipts and Payments] were accepted and approved.
  - Clerk's salary – NALC increase for SCP 15 agreed; clerk is paid for 5 hours per week at £9.341 per hour to start in July. The clerk asked for an extra payment of 5 hours to cover work on GDPR. This was agreed,
  - Cheques for approval as follows
    - 193 to MSDC for 6,000 [error payment from MSDC
    - 194 to C. Cardwell for 307.70 [net sal apr/may]
    - 195 to HMRC for 115.20p [tax to 5<sup>th</sup> July]
    - 196 to T. Brown for 100.00 [audit]
    - 197 to MSDC for 192.00 [bin emptying]
    - 198 to SALC for 249.99 [sub]
    - 199 to Mendham and Withersdale Village Hall for 27.00 [hire for 23<sup>rd</sup> May]
    - 200 to Van Dijk Accts. for 90 [payroll services]
    - 201 to ICO for 40.00[GDPR registration]
  - The internal audit report was received, recommendations noted and signed.
  - The annual governance statement was approved and signed.
  - External audit exemption was claimed. Clerk to inform PKF Littlejohn
8. GDPR - clerk gave councillors an update and suggested that initially a privacy notice was put on website; there are various check lists and risk assessments that have to be considered and these will be on July agenda. The clerk was asked to do this.
9. Car park – repairs discussed ; 2 quotes needed and also signs IN and OUT. The leaf rubbish from last year needed clearing. The bus shelter needs painting.
10. Boules Piste – extension plans discussed.
11. Planning – DC/18/00963: Ju Lin – MSDC approval

12. War Memorial – this has been granted listed status.
13. Website – discussed
14. Correspondence – received and discussed;
15. Any Other Business - WWI end anniversary - plans to celebrate; JK commented on rubbish and waste in garden of 18, Studio Corner
16. Next meeting – 16<sup>th</sup> July 2018

The meeting ended at 8.20pm.