

Butterton Parish Council

Minutes of Annual Parish Council Meeting

Tuesday 2nd May, 2017 at 7.30pm

Butterton Village Hall.

1. **Apologies** from Cllr Karen Salt.

2. and 3. Unfortunately there were no Parishioners to Welcome or to hear the Chairperson's Report for 2016/2017.

4. **Minutes** from the previous meeting on Tuesday 4th April, 2017 were signed as correct by Vice Chairperson Cllr Jenny Land.

5. **Matters Arising**

* Timesheets from Andy Hall have been received. Cllr Karen Salt and the Clerk met with Andy to discuss. These can now be forwarded to SMDC and SCC for final Grant payments.

* An email has been received from Gill Heath acknowledging our concerns. She will report to Dave Rushton and do what she can to implement repairs.

* It has been decided to postpone our application for the Community Initiative Grant until next year.

* Thanks to Cllr Peter Tomlinson for his work in repairing the setts and kerb at the Church entrance.

* Andy Hall will hopefully begin work on the noticeboards soon. The board at the Village Hall requires more work than was originally thought but Andy Hall has been asked and has agreed to repair. **Cllr Karen Salt to liaise.**

Business items

6. **Elections**- Councillor Karen Salt was re elected as Chairperson and Cllr Jenny Land as Vice Chairperson. Cllr Mike Stone has agreed to remain as Website Manager.

7. **Insurance** – This is in order and will be renewed for the forthcoming year.

8. **Lengthsman Update**- From this April there is no longer a Lengthsman's Agreement with Staffordshire County Council. This means that any costs for the Lengthsman from now on will be borne by the Parish Council.

9. **Finance**-

Grant Thornton date for receipt of accounts is 26/6/2017.

Payments received- Pinfold rent of £20; SMDC Precept 1- £2,357.53

Payments requested- Came & Co Insurance- £288.54; WACFR donation towards Defib battery- £168.75

Accounts- Copies of Draft accounts were circulated and discussed. These accounts are now ready to go to the Internal Auditor prior to being sent to the External Auditors- Grant Thornton. **Clerk to sort.**

Risk Assessment requires updating. **Cllr Mike Stone to sort.**

Pleasing news that Barclays have finally authorised the paperwork re co signatories to the account.

Correspondence.

10. **Peak Park**- Nothing to discuss

11. **Severn Trent**- Nothing to discuss

12. **Highways**- Nothing further to discuss

13. **Staffordshire Moorlands District Council**- Nothing to discuss

9. **Staffordshire County Council**- Nothing to discuss

10. **Staffordshire Parish Councils Association**- Nothing to discuss

11. **Staffordshire Moorlands Parish Assembly**- Nothing to discuss

12. **Other Correspondence** – A letter from Village Hall Committee has been received requesting help in leaving Hall tidy after meetings.

13. **A.O.B**-

* In future all Parish Council meetings will commence at 7pm.

The next meeting is.....13th June, 2017 at 7pm at Village Hall.

Following meetings 25th July, 5th September, 17th October and 28th November.

EVERYONE WELCOME TO ATTEND.

Clerk- Maggie Risby, 01538 304115

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Website Manager- Cllr Mike Stone, 01538 304455

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