

Butterton Parish Council

Minutes of Annual Parish Council Meeting Tuesday 7th June, 2016 at 8pm in the Village Hall.

1. Apologies from Cllrs Mike Stone, Bruce French and Deb Massey.

Present- Cllrs K. Salt (Chairperson), J. Land, S. Kinneir and A. Parr

Also attending – Maggie Risby (Clerk), Ben and Tracey from Little Twist.

It is with regret and disappointment that Cllr Deb Massey has handed in her resignation.

2. Minutes from the previous meeting on 26th April were signed as correct.

3. Matters Arising

*Highways- In the absence of any communication from Dave Rushton, the Clerk emailed Cllr Gill Heath and asked for her help with various questions the Parish Council has regarding the state of the roads etc. Cllr Heath will attend the next meeting.

*WPD- **In the absence of Cllr French an update of this item will be dealt with at the next meeting.**

*Lengthsman Andy Hall's contract has been drawn up. Cllr Karen Salt to liaise with Andy for his signature. It was agreed it would be a good idea to mark on a map where strimming was required and which areas demanded highest priority.

* **Community Footpath Initiative application- In the absence of Cllr French this item will be dealt with at the next meeting.**

*Dog Poo Dilemma- Cards have been delivered to homes in the 'Hotspot area' and notices have been posted by Staffordshire Moorlands. Initial response seems to be good.....

Grant Thornton- Due to the dates of the clash of the date of the PC Meeting and the expected date of receipt of the accounts, an extension has been granted (16th June).

*Land Registry documents were produced for general discussion.

Business items

4. Lengthsman-Dealt with in Matters Arising

5. Parish Assets- As required by the external auditors, a list of the Parish Council Assets was considered and passed by all Councillors present.

6. Risk Assessment- This also was requested after last year's audit. Thanks to Councillor Stone for his assistance in drafting the document.

7. 2015/2016 Audit – Copies of all balance sheets etc were circulated, discussed and signed by the Chairperson and Clerk. These are now ready to send to Grant Thornton.

8. Finance- A revision of cheque signatories is necessary. It was decided that Cllrs Mike Stone and Sarah Kinneir would be added to the list. **Clerk to sort with Barclays.**

Payments received- VAT Claim- £220.00 and SMDC Precept 1- £2,375.00

Payments requested- E. Thompson (Internal Audit fee)- £63.00 and Upperbridge Website fee- £306.60.

Another reminder has been sent re Malbon rent.

Correspondence

9. Peak Park- Nothing to discuss

10. Severn Trent- Nothing to discuss

11. Highways- Nothing further to discuss

12. Staffordshire Moorlands District Council- Nothing further to discuss

13. Staffordshire County Council-Nothing further to discuss

14. Staffordshire Parish Councils Association- nothing to discuss.

15. Staffordshire Moorlands Parish Assembly- Cllrs Karen Salt and Sarah Kinneir are the nominated representatives.

16. Other Correspondence – A letter of thanks has been received from John Glaves.

17. A.O.B- It has been reported that damage to posts placed along the Manifold Track near the Tunnel have been vandalised. Councillor Heath has informed the PC of this event and the Police are investigating.

The next meeting is.....

Tuesday 19th July, 2016 at 8 pm in the Village Hall

EVERYONE WELCOME TO ATTEND.

2016 dates- Jan 19th, March 8th, April 26th (APM), June 7th, **July 19th, Aug 30th, Oct 11th, Nov 22nd**

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