

**MINUTES OF ANNUAL MEETING OF STOW LONGA PARISH COUNCIL HELD AT ST.
BOTOLPH'S PARISH CHURCH ON TUESDAY 19 MAY 2014 AT 9.10 PM**

Present: Councillors Hayes (Chairman), Allen, Butcher and Young and the Clerk (Mr D Stowell).

067/14 An apology for absence was received from Cllr Humfryes (indisposed)

068/14 Election of Chairman.

Cllr M G Hayes was elected unanimously. A declaration of acceptance to the office of Chairman was made and delivered to the Council by Cllr Hayes.

069/14 Election of Vice - Chairman

Cllr J Young was elected unanimously

070/14 To receive any new Registrations of Financial and Other Interests - none

071/14 Minutes of Meeting held 14 April 2014 were approved and signed

072/14 Matters arising from minutes (not on the agenda) - none

073/14 Appointment of Charity Trustee nominated by the Annual Parish Meeting

It was resolved that Martin Allen, having been nominated by the Parish Meeting, be appointed a trustee for the next four years

074/14 Finance

Internal Audit 2012/13 – It was noted that the following actions had been taken in response to the Internal Audit report.

A) Review Standing Orders, Financial Regulations & other procedures annually in January – these actions were deferred due to pending changes in legislation

B) VAT was reclaimed in early March to ensure receipt before 31 March.

The following payments were approved:

100359 Stow Longa PCC, Meetings in Church 2013/14, 1 x £20, 8 x £15 = £140.00

100360 CCC, Supply & Install 2 Speedwatch signs, £165.60 (inc.£27.60 VAT)

100361 F D Stowell, Salary & expenses Apr–June, £262.52

100362 HMRC, PAYE, £63.20

The following receipt was noted - Grass cutting grant from CCC £290.06.

075/14 Planning

To consider any new planning applications - none

To note any LPA decisions – none relevant to Stow Longa

076/14 Assets and infrastructure

Potholes outside Foxearth – these were reported to County Highways by the Clerk on 26/04/14.

Health and Safety – Cllr Allen presented a report dated 18 May which stated all checks OK except for:

1. Growth around base of trees on Village Green needs cutting back
2. Swing in play area has some play in the chains
3. Picnic table needs a wash.

It was agreed that items 1 & 3 would be dealt with by a working party, and that no action be taken on item 2 as it was not considered to be a safety hazard.

Grass cutting, children's play area – the grass has recently been allowed to grow too long before being cut. The Clerk is to check with HDC the frequency of cutting.

Willow Tree – Cllr Young agreed to carry out a trim to increase the height of the canopy and improve visibility of the road ahead for passing traffic.

077/14 Matters raised at the Annual Parish Meeting

Damaged kerb of children's play area – CCC will be asked to replace the damaged kerbing opposite 5 Church Walk.

The other matters were deferred to a later meeting.

078/14 Review of progress of current projects – deferred to a later meeting

079/14 Correspondence

CAPALC E-Bulletin April 2014 circulated by email April 17 with Clerk's comments

2011 Census – Parish profile circulated by email April 21

HDC – Parish Councils are asked to publicise HDC's new policy to use their discretionary powers to award up to £1,000 retail rate relief to small retailers.

Housing Related Support for Older People - Update for Parish Council Members – circulated by email May 1.

CCC Key Issues Briefing May 2014 – circulated by email May 10

080/14 Any Other Business

Tree at 2 Church Lane – this is obstructing the view of traffic entering and leaving Church Lane. Cllr Allen will ask the owner to cut it back.

081/14 Future Meetings - 16 June (reserve), 21 July (subsequently brought forward to 7 July)

In the absence of any further business the meeting closed at 9.40 pm