

**MINUTES OF MEETING OF STOW LONGA PARISH COUNCIL HELD AT ST.  
BOTOLPH'S PARISH CHURCH ON MONDAY 13 APRIL 2015 AT 8.45 PM**

**Present:** Councillors Young (Vice-Chairman, presiding), Butcher, and Humfryes, and the Clerk (Mr D Stowell).

**047/15 Apologies for absence** - none

**048/15 Declarations of Interest in relation to any agenda item** - none

**049/15 Public Open Forum** – none, no public present

**050/15 Minutes of Meeting held 25 March 2015** were approved and signed.

**051/15 Matters arising from the minutes (not on the agenda)** - none

**052/15 Finance**

**Annual accounts for year ended 31 March 2015** – the Clerk / Responsible Financial Officer presented the summary Receipts and Payments Account for the year ended 31 March 2015 together with supporting bank statements and the annual cash book. Following examination which included confirmation of the Bank Reconciliation, it was resolved that the accounts be approved.

**Annual Return for 2014/15**

Section 1 – Accounting statements. The Clerk / RFO presented the certified accounting statements, which Council resolved to approve.

Section 2 – Annual governance statement. The statements 1 to 8 were read out in turn, to each of which Council responded 'Yes – agreed'. Statement 9 relating to sole managing trustee of a local charity was answered 'NA' (not applicable).

The Clerk / RFO and Cllr Young, as Chair of the meeting, signed both sections as required.

**The following payment was approved**

100380 CAPALC, Membership fee, £94.88

**The appointment of Mr J Shears as Internal Auditor was confirmed**

**053/15 Planning**

**The following planning application was considered**

**15/00245/FUL**, Demolition of existing garage and construction of new garage with habitable accommodation over, together with extensions and alterations to dwelling to include new link between dwelling and proposed garage, Hill View Spaldwick Road.

Council, being of the opinion that it will have no adverse impact on neighbouring properties or the adjacent conservation area, resolved to respond that it has no objections to the proposal. The Clerk was asked to check, prior to sending the reply to HDC, whether neighbours had been consulted and a site notice posted,

**Notification of decisions by the Local Planning Authority affecting the parish** - none

**054/15 Assets and infrastructure**

**Health and Safety** – no problems were highlighted.

**055/15 Highways, byways, footpaths**

**Proposed kerb to green outside the Old Vicarage** – continuing action on Clerk to arrange meeting with Tony King (CCC Highways) to discuss double kerbing.

**056/15 Bus Service changes** – no information available on outcome of tenders

**057/15 Progress of current projects**

**Replacement of post box** – Royal Mail is awaiting written confirmation of ownership of the two possible sites. The Clerk to expedite.

**Village Cross renovation** – The Clerk is to pass all relevant papers on the matter in his possession to Cllr Young, who has agreed to convene a working party to recommend the way forward.

**058/15 It was resolved to adopt the following revised procedures as circulated to members:** Information Publication Scheme; Standing Orders; Financial Regulations).**059/15 Correspondence** - none**060/15 Any Other Business**

**Issue of Summons/Agenda and Minutes to Councillors** – members will be asked to give written confirmation of their wishes at the next meeting.

**061/15 Next Meetings**

Annual Parish Meeting followed by Annual Parish Council Meeting at St Botolph's Church – Wednesday 13 May 2015 commencing at 8 pm

The following ordinary meeting is scheduled for Wednesday 15 June

In the absence of any further business the meeting closed at 9.39 pm