

MINUTES OF THE COUNCIL MEETING OF ARDELEY PARISH COUNCIL HELD IN ARDELEY VILLAGE HALL ON MONDAY 20 MAY 2013 COMMENCING AT 7.10 PM

Councillors: David Young (Chairman) James Egginton
Paul Andrews Robert Vincent
David Cleverly Adrian Waygood

Officer attending Marty Kilby (Clerk and RFO)

Present: 2 Parishioners

APOLOGIES

13.08 None

MINUTES OF MEETING

13.09 After correcting a typing error, the minutes of the meeting held on Monday 18 March 2013 were signed as a correct record.

MATTERS ARISING NOT ON AGENDA

13.10 None

ANNUAL REVIEWS

13.11. Financial Regulations

The financial regulations had been reviewed and adhered to during the past year.

13.12 Risk Assessments

Agreed that in future risk assessments would be brought to the January meeting to ensure that they were up to date before the annual audit.

13.13 Register of Assets

It was noted that previously Council had agreed that the playground equipment would not be insured for replacement. None of the playground equipment was insured except for public liability. Agreed that clerk obtain costs for insuring these items.

13.14 Insurance cover

The internal auditor brought to Council's attention the question of asset insurance, previously discussed.

FINANCE

The report from the Internal Auditor included the following comments:

13.15 PAYE

It was reported that from now on the office of Clerk would have to come under the new PAYE regulations. It was agreed that the PAYE management would be handled by Carol Willis Accountants, Barkway, who would charge £100 per year for carrying out this work. The litter picking contractor would need to provide invoices against which they could be paid, or would have to be taken on as staff and put on the PAYE list.

13.16 Annual Return

The Annual Return, having been examined by the internal auditor, was agreed and signed as correct.

13.17 Finance Report and cheques for approval

The finance report was noted and the cheques before Council were signed.

The following cheques were approved:

580	CPM Playgrounds	£366.00	Playground repairs.
581	Aon UK	£447.84	Insurance renewal
582	D Beasley	£217.76	Litter picking April-May
583	M Kilby	£273.13	Clerking and expenses April-May 2013
584	Village Hall	£50.00	2012 Jubilee contribution

PLANNING

13.18 Planning Schedule

There were no new planning applications.

HIGHWAYS**13.19 Cromer Traffic Calming**

No further progress had been made.

13.20 Road repairs

The road to Cumberlow Green had been repaired, and Blind Lane was scheduled to be repaired again with a spray gun at a later date.

13.21 Roadside signage

There were no further queries on this matter.

RIGHTS OF WAY**13.22 Byway Moor Green to Ardeley**

There were problems with the dual use of the Byway from Moor Green to Ardeley. The use of motorbikes (sometimes as many as 8 bikes at a time) along the byway meant that effectively it was unable to be used by horse riders as the horses were being scared by the motorbikes. Agreed that Paul Andrews would ask for a meeting on site with Julian Thornton (Herts County) to discuss the difficulties.

PLAYGROUND REPAIRS**13.23 Replacement equipment**

Quotations had been received for replacing the Burma Bridge. After discussion it was agreed to accept the quotation from Sovereign Design Play Systems for Option One, supply and installation of a tyre traverse, log roll walk, and stepping stone links, all for a cost of £1,826.30.

WEBSITE**13.24 Councillors details**

Agreed that councillors would have emails directed to them from the website. All councillors except Cllr Andrews agreed that their telephone numbers could be shown in their contact details on the website.

13.25 Parish Council minutes and other news

Agreed that when parish council minutes had been approved by Council then these would be put on the website. Also agreed that in a Parish Council meeting it could be agreed to put something on the website immediately. Also agreed to feed news and minutes to the Forum.

STANDING ORDERS**13.25 Standing Orders**

Cllr Egginton considered that the model standing orders should be amended in more detail before adopting. After discussion it was agreed that the clerk should send round the original Model Standing Orders, with amendments relating to minor items such as financial limits, and then these would be adopted at the next meeting. It was noted that Standing Orders could be amended at any time by Council.

LUTON AIRPORT

13.26 Cllr Vincent reported that objections to the expansion of Luton Airport had been lodged, and people were asked to encourage as many people as possible to object to this planning application.

CLERK'S REPORT AND CORRESPONDENCE

13.27 Before the meeting and noted.

URGENT MATTERS NOT PREVIOUSLY NOTIFIED**13.28 Speeding vehicles**

Agreed that Cllr Egginton would contact Police Sgt Duncan Wallace about the possible use of the portable speed camera within the parish.

DATE OF NEXT MEETING

Monday 15 July 2013 at 7.30 pm (Cllr Young to check the village hall diary)

The meeting closed at 8.00 pm

Signed _____

Date _____