

**Draft MINUTES OF MEETING OF BUCKWORTH PARISH COUNCIL HELD
On Monday 19 May 2014 in Buckworth Church**

PRESENT CLLRS COOPER , MRS MORRISON , CLLR DAVISON, WATERHOUSE and WARRENER

1. APOLOGIES FOR ABSENCE - none received

1.a **OPEN FORUM** This will last for 10 minutes. Members of the public may ask question or raise points on items on this agenda or, for inclusion at the next meeting. Council Members may speak concerning items for which they are declaring a prejudicial interest. Once the meeting starts, members of the public are reminded that they may not speak. – no members of the public present

1.b **COUNCILLOR'S INTERESTS** To receive from Councillors declarations as to personal and/or prejudicial interests and the nature of those interests in relation to any Agenda items. See also flow chart from HDC, a copy of which has been given to each councillor for reference purposes. Cllr Cooper declared an interest in item 9.3 – cheque for flowertubs

2. ELECTION OF CHAIRMAN

a. Cllr Waterhouse proposed and Cllr Warrener seconded that Cllr Cooper continue as Chair. Cllr Cooper duly signed the acceptance of office

b. Cllr Davison proposed and Cllr Morrison seconded that Cllr Waterhouse continue as Vice Chair . Cllr Waterhouse duly signed the acceptance of office

c. Cllr Davison and Cllr Morrison confirmed their continuance as Responsible Financial Officer and Acting Clerk respectively.

3. ADOPTION OF STANDING ORDERS – these were duly readopted.

4. ADOPTION OF FINANCIAL REGULATIONS – this was postponed till next meeting to allow for additions to be made to the regulations

5. REVIEW OF POLICIES – the Health and Safety, Risk Assessment and Complaints policies were reviewed by Cllr Waterhouse and adopted by the meeting.

6 . MINUTES OF THE LAST MEETING - held on 15 April 2014 were approved and signed as a true record.

7. MATTERS ARISING

a. Woolley Wind Farm Community Fund – Cllr Morrison had been in touch but as the project is delayed at present, no progress has been made.

b. Buckworth Open Garden event- good progress is being made with this. Cllr Morrison has contacted Fergusons to arrange for a grass cut the week before the event.

c. May Day Walk – this was not as well attended as usual but the sum of £60.50 was raised for the Woodlands Cancer Centre at Hinchingsbrooke Hospital.

d. Parish Plan – feedback from CAPALC – it was agreed to contact Ian Dewar of CAPALC again with a view to him coming to talk to the council.

e. New IT/website. This has been created –www.buckworth.me.uk . Minutes from April 2014 are available on new site along with links to older material.

8. AGENDA ITEMS

a. Grass cutting contract- an extension to the contract with Fergusons was agreed for the period

of one year. New quotes will need to be obtained as soon as possible to allow for decision on the tender to be taken at November's meeting.

9. FINANCE & GENERAL PURPOSE

1. Report from internal auditor – Cllr Davison presented the auditors report to the meeting .
2. 2014/15 Annual audit and governance statement . The meeting approved the annual accounting statement and the annual governance statement.
3. Payments for approval and cheques for signing – 100433 – Fergusons £1584 for grass cutting – 100434 Cambs Acre £36 for membership fee – 100440 P Cooper £93.83 for flower tubs – 100441 CAPALC £67.77 for annual subscription
4. Date of next meeting – 30 June 2014 in the church
5. Cllrs reports and queries and Chairmans report on the annual parish meeting - the poor attendance of the annual parish meeting was noted. The letter from Kimbolton and Stonely Parish Council was discussed and it was agreed to take part in a Local Joint Committee of rural parish councils as proposed

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NOTICES & CORRESPONDENCE

For information

1. John Davison – grass cutting contract document
2. Cllr Bywater – fwd connecting Cambridgeshire
3. Francis Carne – dog fouling in Huntingdonshire
4. Cambs Acre news
5. Cllr Bywater – County councillor annual report
6. Alison Jones – Wooley Wind Farm Commuinty Fund
7. Ian Dewar – Parish plans
8. Kimbolton and Stonely Parish Council – local joint committees

The meeting closed at 9.30 p.m.

