

# ASHBURY PARISH COUNCIL

## Minutes of Annual General Meeting

**Date:** Monday 16 May 2016

**Attendees:** James Neil, Eliza Lewis, Lorna Halford, Bill Spence, Elaine Ware (District Councillor), Simon Howell (District Councillor)

**Clerk** James Greenham

**Apologies:** Yvonne Constance (County Councillor), Richard Fergusson, Mark Watkins

**Circulation:** As above plus minute file, village noticeboard and village website

### **Minutes of the last AGM**

Minutes of the last AGM held on 15 June 2015 had been circulated prior to the meeting and were formally approved at this meeting.

The clerk confirmed all agreed actions arising from the meeting had been completed during the year.

### **Chairman's report**

The Chairman gave a brief summary of the activities, achievements and challenges facing the council during the last year. The planned Communication Strategy is beginning to get underway, along with the Emergency Plan. The village shop has opened for business, following the successful conclusion of legal agreements with the freeholder. It has been agreed to organise more contractor-based grass cutting around the village in agreed locations. The Jubilee Bench has been moved into its new location on Ashbury Hill. The Neighbourhood Plan development process has begun with the formation of a special sub-committee, which has now formally engaged with the District Council. The planned traffic calming measures agreed (funded by s106 monies from Wixes Piece) have yet to be installed. Finally, after much input and effort by local parish councils, the discontinued #90 bus service is to be replaced by a #47 bus service.

The chairman also advised he will be moving out of the village in due course due to career commitments and will step down in due course. In addition it is thought there may be other resignations due to work commitments forthcoming.

As a result there would be no formal elections for new positions. The current councillors will continue in their existing roles until there is a change of councillor in due course. All agreed with this proposal.

### **Councillor positions**

The councillors will continue in the assigned roles below until further notice:

Chairman	James Neil
Vice Chairman	Eliza Lewis
Councillor for Planning issues	Bill Spence
Councillor for Transport issues	Richard Fergusson
Village Hall liaison	Eliza Lewis
Communications	Mark Watkins

### **Statement of Accounts**

The financial accounts for the year ending 31 March 2016 were presented and signed. The council had deficit of £270.46 for the year, largely as a result of significant legal costs involved in the negotiations for the lease of the new shop.

The cash assets of the council are considered to be used over the coming few years to fund planning work and implementation of a Local Neighbourhood Plan. There was no consideration to reduce the precept next year.

The council confirmed the annual governance statement (section 1) as required by the audit. No matters of concern were raised.

The clerk confirmed the audit would be now be completed and submitted. All figures were in place for submission.

### **Financial matters**

The clerk advised the insurance was due for renewal on 1 June. The annual premium from Aon has increased by 3% to £349.71 for the forthcoming year. The premium was agreed by members of the council and the clerk will action in due course.

JRG

There is a requirement from 1 May 2017 for the parish council to opt into a pension scheme as part of the auto enrolment requirements. The clerk will be investigating suitable schemes and will advise in due course.

JRG

### **Dates of future meetings**

It is planned for the parish council to meet on the following dates:

11 July 2016  
12 September  
7 November  
9 January 2017  
6 March  
8 May

All meetings will commence at 7.30pm. The clerk will ensure the venue is booked.

JRG

The clerk will also produce a schedule to be placed on village noticeboards.

JRG

### **Any other business**

The clerk advised he is planning to stand down at some stage during the next year, ensuring new councillors are supported in their roles and responsibilities. Further notification will follow in due course for the vacancy to be filled

The meeting concluded at approximately 7.55pm.