

**HUNNINGTON PARISH COUNCIL  
MINUTES OF THE MEETING OF HUNNINGTON PARISH COUNCIL HELD ON  
TUESDAY 16<sup>TH</sup> MAY 2018, 7.30PM**

**Present: Cllr. Fitzpatrick, Cllr. Mika, Cllr. Mrs Teese and Cllr. Gough**

**Also Present: Clerk**

1. **ELECTION OF CHAIRMAN**
  - 1.1 Cllr. Fitzpatrick was unanimously elected as Chairman.
2. **APOLOGIES**
  - 2.1 Apologies were received from Cllr. Harper, Cllr. Bayfield, Cllr. Smith, Cllr. Mrs Sherrey, Cllr. Mrs May and Cllr. Allen-Jones.
3. **ELECTION OF VICE CHAIRMAN**
  - 3.1 Cllr. Gough was unanimously elected as Vice Chairman.
4. **DECLARATIONS OF INTEREST**
  - 4.1 Cllr. Harper and Cllr. Bayfield – member of Hunnington and Romsley History Society.
5. **STANDING ORDERS**
  - 5.1 Revised Standing Orders from NALC were duly adopted with no amendments.
6. **CODE OF CONDUCT**
  - 6.1 Councillors noted continued adherence to the Code.
7. **FINANCIAL REGULATIONS**
  - 7.1 Financial Regulations were duly noted with no amendments.
8. **MINUTES OF THE PREVIOUS MEETING**
  - 8.1 It was unanimously **RESOLVED** that the minutes be signed as a correct record.
9. **TO RECEIVE CLERK'S PROGRESS REPORT**
  - 9.1 Police report received and circulated to all Councillors.
  - 9.2 It was unanimously **RESOLVED** to adopt the new Data Protection Policy.
10. **FINANCE**
  - 10.1 Completion of the Annual Governance Statement (Section 1 Annual Return). Councillors answered yes to the eight relevant statements to the Annual Governance Statement which was then signed by the Chairman and the Clerk/Responsible Financial Officer.

- 10.2 It was unanimously **RESOLVED** to approve the annual accounting statements ready for audit period starting 1<sup>st</sup> April 2018. Section 2 of the Annual Return 2017/18 was presented to the meeting and signed by the Chairman and Clerk/Responsible Financial Officer. The Annual Return Sections 1 and 2 and the Internal Auditor's report would be uploaded to the website along with the relevant information in advance of the 30 working day audit period starting 4<sup>th</sup> June 2018.
- 10.3 **Quarterly Bank Reconciliation and Bank Statements** – Cllrs had been given a copy of the Bank Reconciliation together with supporting bank statements and these figures were accepted.
- 10.4 It was resolved that the following accounts be paid:-
- |                          |                   |         |
|--------------------------|-------------------|---------|
| HMRC                     | Payroll Taxes Due | £141.20 |
| Richard Poole            | Maintenance       | £210.00 |
| Worcs CALC               | Subscriptions     | £345.20 |
| John Benner              | Internal Audit    | £95.00  |
| Hunington & Romsley Show | Grant             | £200.00 |
- 10.5 To confirm receipt of £5,250.00 half yearly Precept from Bromsgrove District Council.
- 10.6 It was unanimously **RESOLVED** to grant £200.00 towards Hunington and Romsley Show.
- 10.7 To confirm receipt of £860.00 grant from Cllr. Karen May Divisional Fund for new oak noticeboard at the top of the parish.

## 11. **PLANNING MATTERS**

### 11.1 **District Council Decisions**

None

### 11.2 **Planning Applications for Parish Council Comments**

None

### 11.3 **Appeals**

None

## 12. **PARISH LENGTHSMAN**

12.1 Nothing to report

## 13. **HIGHWAYS/VILLAGE SPACES**

13.1 The white entrance gates to the village having arrived and are due to be installed this month by Highways.

13.2 The oak noticeboard funded by Cllr. Mrs May has been ordered.

13.3 It was agreed to install wooden verge protection by the footpath notice board.

## 14. **OUTSIDE MEETINGS**

14.1 Nothing to report

## 15. **TRAINING**

15.1 Clerk to attend General Data Protection Regulations Training.

16. **DISTRICT COUNCILLOR**

16.1 No report given

17. **COUNTY COUNCILLOR**

17.1 No report given

18.1 **TO RECEIVE REPORT OF PARISH COUNCILLOR**

Nothing to report

19 **CORRESPONDENCE**

19.1 Nothing to report

20. **DATE OF NEXT MEETING** – Tuesday 17<sup>th</sup> July 2018, 7.30pm to be held at St Kenelms Church Hall, Bromsgrove Road, Romsley

Signed.....  
Chairman – Hunnington Parish Council

Dated.....