

# South Croxton Parish Council

**Minutes of the Annual Parishioners Meeting held on  
Wednesday 22<sup>nd</sup> May 2019**

**at 6.00 pm in South Croxton Village Hall**

Councillors present: Cllr JoAnn Charles, Cllr Elizabeth Norton,  
Cllr Steve Goodger

In attendance: Clerk– Mr SC Johnson

Meeting opened at 6.00pm.

Welcome

Cllr Charles opened the meeting.

## **Chairs Annual Report 2018/2019**

1. Replacement of the clerk early in the year, following the resignation of Kate Yarrow, proved a smooth transfer thanks to all concerned.
2. Conversion of street lighting to LED installations is all but complete and will result in considerable financial savings in the future on power and maintenance costs.
3. A successful application, at the second attempt, in obtaining an Awards for All Grant to fund a study project led by Rural Community Council for improvements to the playing field.
4. The Community Contribution fund is working well with a wider spread of village groups accessing funds. Work is ongoing to resolve historical issues.
5. The GDPR regime was introduced in July resulting in a more secure approach to the use of personal data.
6. The use of the Defibrillator has been clarified to village residents and EMAS now has the code for access to the equipment. The batteries are due for replacement this year.
7. In an effort toward greater transparency a visit was made to LRALC for advice as well as an assessment made of other councils' methods. This has resulted in improved presentation with working documents added to the website.
8. In addition to 7 above much has been done to improve accounts information. Evidence of this is the production of a final summary of the Appeal Fund published earlier in the year. The Community Contribution

Confirmed:

Chairman

Date:

Fund and Development Fund have been incorporated into the cash book as separate items giving greater clarity.

9. In the 2017/2018 year Government auditor introduced exemption from a limited assurance review where a council's funds are less than £25000 income or expenditure. The audit this year is subject to greater scrutiny. We have employed a qualified Internal Auditor via LRALC and his work is in progress. Councillors and the Clerk now have greater confidence in the preparation of the accounts and procedures. N.B. Members of the Public will have the same opportunity to examine Council records as previously.
10. The risk assessment procedures have been revisited and a brief covering a wider area has been formalised by the council. In the event of the demise of the Clerk (for whatever reason) a Business Continuity Plan is now in place.
11. Considerable time has been spent on Planning matters this year.
12. The Parish Council thank County Councillor Brenda Seaton and Borough Councillor Daniel Grimley for their assistance during the year. Congratulations to Cllr Grimley on his re-election.

Jo Ann Charles – Chair of South Croxton Parish Council

22<sup>nd</sup> May 2019

Confirmed:

Chairman

Date: