

**MINUTES OF THE ANNUAL MEETING OF HAZELBURY BRYAN PARISH COUNCIL HELD IN HAZELBURY
BRYAN VILLAGE HALL ON TUESDAY 3rd MAY 2016 AT 8.15 PM**

Present: Councillors Steve Murcer (SM); Ken Huggins (KH); Alun Read (AR); John Grayson (JG); Phil Dimmock (PD) and Martin Richards (MR)

Members of the public – 5

Minutes: Malcolm Wilson (MW) – parish clerk

076/16 – Election of Chairman and signature of Declaration of Acceptance of Office: SM was elected as Chairman for the next year and signed the Declaration of Acceptance of Office

077/16 - Apologies: Received from David maughan and Pauline Batstone

078/16 - Declarations of interest: None

079/16 – Adoption of the minutes of the meeting held on 5th April 2016: The minutes of this meeting were approved and signed by the Chairman

080/16 – Matters arising from these minutes: The defibrillator cabinet has been ordered. The recent problem with roaming cattle was discussed. Five of the new trees opposite the cemetery have been damaged and it was agreed to ask JB Gardens to replace these. PD is hopeful the cattle may now have been moved away.

081/16 – Public open session: No comments

082/16 – To elect a Vice-Chairman: DM was elected Vice-Chairman for the coming year.

083/16 – To resolve to take the General Power of Competence: With two-thirds of councillors elected and the clerk having the necessary qualifications it was resolved to adopt the General Power of Competence for the coming year.

084/16 – To appoint members of the Recreation Ground committee: The parish council Chairman and Vice-Chairman are ex-officio members; others members for the coming year are Cllrs AR (Committee Chairman) and JG plus non-councillors – Jim Bettle, Helen Fry, Emma Grayson and Sandra Jeffrey.

085/16 – To appoint representatives to outside bodies: The following appointment was approved – village hall (DM)

086/16 – To assign areas of responsibility: The following areas of responsibility were assigned – rights of way (MR); allotments (AR); transport (KH)

087/16 – Finance

a) to approve accounts for payment: The following payments were approved:

Cheque	Payee	Service	Net	VAT	Total
936	Parish Mag printers	April Bytes	43.00		43.00
937	SWASFT	Defibrillator cabinet	350.00	70.00	420.00
938	S Goacher M	Payroll admin	111.41		111.41
939	Wilson	May pay	401.10		401.10
940	Darkin Miller Ltd M	Internal audit	231.00	46.20	277.20
941	Wilson Wessex Web	Expenses	76.55		76.55
SO	Design	Web hosting May	15.00		15.00
SO	IK Services	Dog bins May	97.93		97.93
DD	SV&P Ptnshp	Cemetery business rates	10.00		10.00

In addition a monthly standing order payment of £15 in favour of Wessex Web Design was approved for the financial year

b) year-end accounts – to approve the accounts for the year ending 31st March 2016 and authorise the Chairman to sign the Annual Return and Governance Statement: The internal audit report had been received and circulated with only minor matters being raised. The accounts had been circulated in advance and there were no questions. It was agreed the Chairman was authorised to sign i) the Annual Governance Statement; and ii) the Annual Return

088/16 - The Antelope/Causeway path: MW will arrange a site meeting with Roger Bell from DCC Highways and hopefully SM and other councillors can attend

089/16 – Planning

a) to consider planning applications received:

2/2016/0539 – Briarlea, Muston Lane, DT10 2EE – installation of 2 new windows – no objections

b) to consider the results of the recent Neighbourhood Plan meeting of 25th April and agree a way forward: Whilst some councillors have concerns over the long term effectiveness of Policies included in the Plan and the willingness of sufficient people to volunteer to work on the Plan it was agreed to support the creation of a Neighbourhood Plan. MW will approach those who have volunteered to see if they will attend a meeting to consider the skills of the group, draft Terms of Reference, select a suitable Chairman and kick-start the process.

090/16 – Fingerposts – update and new letters for repairs: The Kingston post is due in the next couple of months; sourcing new plastic letters is difficult and it was agreed to order new metal letters from a supplier identified in West Sussex. These cost £3 each but will last for many years and can be re-used if arms need repair

091/16 – Recreation field – (AR): Jamie Hart is leading on the organisation of the Queen's 90th birthday celebrations on 12th June; it was agreed the parish council will meet the cost of hiring toilets and paying for a first-aider – about £110 in total.

092/16 – Village hall – report: There is a film night this coming Saturday

093/16 – DCC/NDDC Cllr Batstone: No report in her absence

094/16 - Public open session: No comments

095/16 – Correspondence to note: Nothing of note

096/16 – Date of next meeting: The next meeting will be held at Tuesday 7th June 2016

097/16 – Close of meeting: With no further business to discuss SM closed the meeting at 9.15 pm.