



GREAT DENHAM PARISH COUNCIL

Minutes of the meeting of Great Denham Parish Council held on 8<sup>th</sup> September 2014 at 7.30pm in Great Denham Primary School, Greenkeepers Road, Great Denham, MK40 4GG

1. Present: Parish Councillors

Jim Weir (JW) - Chair; Kevin Cawood (KC); Alan Davis (AD); Tony Harrison (TH); Paul Stonebridge (PS).

Borough Councillor

Mark Smith (MS)

Parish Clerk

Roz Buchanan (RB)

In Attendance

None

2. Apologies

None

3. Declarations of Interest

None

4. Minutes of the last meeting

**Resolved: The minutes were agreed as an accurate record and signed by JW.**

5. Discuss outcomes of Public Meeting and actions to be taken as a result

TH congratulated JW on his charring of the meeting.

S106 Agreement

JW said it would be necessary to wait for DWH's response to the PCs proposals on the S106 Agreement before any further action could be taken. This was unanimously agreed.

Call for Sites

A coherent approach would be necessary to the "Call for Sites".

**Resolved: JW and RB will draft a response for circulation and agreement. This will be submitted by 15<sup>th</sup> September.**

Action

JW/RB

**Resolved: Once this response has been agreed a template will be place on the website for use by parishioners wishing to object.**

JW/RB

6. Annual Audit – minute acceptance of Annual Return by BDO LLP

RB confirmed that the Annual Return and the Intermediate Annual Return had both been successfully completed. The only issue raised had been a small typographical error.

**Resolved: The Annual Return was accepted unanimously by the PC.**

7. Insurance – renewal due 8<sup>th</sup> October

RB confirmed the insurance had been updated to include the trestle tables recently purchased for the Summer Festival. The policy was subject to a three year long term agreement which gives a 5% no claims discount.

**Resolved: The insurance will be renewed at the quoted cost of £481.19**

**Resolved: Cheque 100312 (not listed in the Finance Report) was approved for payment and signed by TH and KC.**

8. Financial Regulations – recommendation for adoption of revised Financial Regulations

AD confirmed RB had drafted new Financial Regulations which had been circulated and he recommended adoption of the Regulations.

**Resolved: It was unanimously agreed that the Financial Regulations be adopted.**

9. **Renew resolution to pay salaries by Direct Debit**

RB advised that the resolution to pay salaries by Direct Debit should be renewed every two years.

**Resolved: It was unanimously agreed to continue to pay the salaries of the Clerk and the Handy Man by Direct Debit.**

10. **Planning – response to Local Plan to 2032 Call for Sites**

This item was dealt with under item 5 above.

11. **Clerk’s report**

a) **Financial report including approval of outstanding accounts and signature of cheques**

RB had previously circulated the report

**Resolved: The outstanding accounts were approved for payment and the cheques signed by TH and KC.**

b) **Correspondence**

The correspondence received since the last meeting was available at the meeting.

**Resolved: There were no items of correspondence requiring discussion**

12. **Any other business**

TH had the following items:

- i. The gate on the new LEAP play area was broken. RB confirmed she had already reported this.
- ii. A ditch was being used as a shortcut from the riverside to the path into the LEAP. RB will request some sleepers or similar “bridge” be installed.
- iii. A tree has fallen across the footpath in the Country Park. RB will request it be removed.
- iv. Could the PC consider purchasing some benches to go near the ponds in the Country Park? This was agreed and RB will get some quotations.

RB

RB

RB

There were no further items of business.

13. **Date of next meeting**

The next Planning Meeting will take place on 6<sup>th</sup> October and the next Parish Council Meeting will be on 3<sup>rd</sup> November

**The meeting closed at 9.30pm**