**035**

Draft Minutes of the Annual Parish Council Meeting of Toft Newton Parish Council held in the community hall, Toft Newton on Tuesday 4th May 2021 at 6.00pm

Those present: Councillors D Pavia, R Nelson, M Colbourne, B Kent, R Gibbs, L Bebbington – Colbourne, S Orr

In attendance: J Waite (Clerk)

**1 To receive nominations for Chair 2021/22. Ref 21/14**

Nomination Cllr Nelson.

Proposed Cllr D Pavia. Seconded Cllr S Orr. All in favour.

**2 To receive nominations for Vice Chair 2021/22. Ref 21/15**

Nomination Cllr B Kent.

**Proposed Cllr R Gibbs. Seconded Cllr S Orr. All in favour.**

**3To receive apologies and reasons for absence Ref** **21/16**

 Cllr M Colbourne, Cllr L Bebbington – Colbourne

**4To receive declarations of interest under the Localism Act 2011 – being any pecuniary or** **non-pecuniary interest in agenda items not previously recorded on Members’ Register of Interests. Ref 21/17**

None

**5 To approve draft minutes of the Annual Meeting of the Parish, held on 2nd March 2021. Ref 21/18**

Resolved to approve as a true record.

Proposed Cllr B Kent. Seconded Cllr R Nelson. All in favour.

**To approve draft minutes of the Ordinary Meeting of the Parish Council, held on 2nd March 2021. Ref 21/19**

Resolved to approve as a true record.

Proposed Cllr R Gibbs. Seconded Cllr R Nelson. All in favour.

**6 Public Questions Ref 21/20**

None

**7 Clerk’s report Ref** **21/21**

New websites provided by LCC is now available to view, although there are still items to be added. Any photos of the village and surrounding are can be emailed to the Clerk for inclusion on the site.

A resident has written with a concern about grass cutting at the church – Clerk has directed her to the church as it is not part of council responsibility.

**036**

Council resolved to set up a facebook page for communication with residents. Clerk is having problems to set up as facebook keeps taking accounts down. Will keep trying.

PCSO have circulated local crime report.

**8. Financial Matters Ref 21/22**

**To be paid by BACS**

Salaries £312.76

Clerks Expenses and Disbursements £37.92

Green Grass Contracting invoice 2569 £114.00

Zurich Insurance £1082.93

**To be paid by cheque**

None

Resolved to approve payments.

Proposed Cllr R Nelson, Seconded Cllr D Pavia All in favour.

End of Year 2020/21 accounts were circulated and approved as a true record.

Internal audit – to be done and signed off at extraordinary meeting on June 1st 2021.

External audit – to be done and signed off at extraordinary meeting on June 1st 2021.

 **Cllr M Colbourne joined the meeting.**

Insurance quote was discussed and approved for payment.

Hall rent - still waiting for invoice.

Ideas to be suggested for a post lockdown village event – look at councillor grant to fund.

**9 Planning applications and decisions received Ref 21/23**

None received.

**10 Parish matters – To receive any report or consider any appropriate action Ref 21/24**

A) Grounds Maintenance - no issues to report. Grass cutting of verges has started and comments have been received that they are much improved. Look at quotes for weed spraying of roadside gutters and block paved areas.

B) Allotments - There is are 2 plots available. Decided to offer a second plot to anyone who wants it. One payment for 20/21 is still outstanding - agreement to be cancelled. Request to install a bn near the compost bin was discussed and approved. Request to put wood chip between the plots was discussed and it was agreed that this will be at the cost of the allotment holders.

Proposed Cllr S Orr. Seconded Cllr D Pavia. All in favour.

**037**

C) Play area – it was decided to carry one with Councillors doing the playing field inspection and not to re advertise the post . The rubber matting under the swings needs replacing, and the deathslide seat needs replacing. There is a broken wooded step on the climbing frame. The gate at the top of the field is broken and needs replacing. It was discussed to replace with fencing and a pedestrian gate or style.

**11 To receive general comments from members for consideration on the next agenda. Ref 21/25**

external and internal audit report.

Request that new WLDC and LCC concillors attend a meeting

Ownership of roadside woods at entrance to village

Potholes on Toft Lane need reporting

**12** **Date and Time of next meeting -**

Extra ordinary meeting 1st June 2021 at 6.00pm

Ordinary meeting 6th July 2021 at 6.00pm

Meeting closed 7.20pm