

SMEETON WESTERBY PARISH COUNCIL

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**A meeting of the Parish Council was held on Tuesday
15th May 2019 at 7.30pm at the Village Hall, Smeeton Westerby.**

Councillors present:
Cllr. Richard Clarke (Chair)
Cllr. Michael Vickers
Cllr. Mark Chapman
Cllr. David Brierley

Also, in attendance Sara Barrett (Clerk)

1. Co-opt Councillor

It was proposed by Cllr Clarke, Cllr Brierley and Cllr Chapman to nominate and co-opt Michael Vickers as Councillor. This was carried.

Election of Chairman

It was also proposed by the Councillors that Cllr. Clarke would continue as Chairman. This was carried and the Declaration of Office was duly signed.

2. Election of Vice Chairman

The Councillors nominated Cllr. Coltman to be the Vice Chairman, as he was unable to attend this Parish Council Meeting this would be proposed at the next Parish Council meeting.

3. Apologies of absence

Apologies were received and accepted from Cllr. Coltman.

4. Declaration of Interest

There was no interest expressed.

5. To approve the minutes of the meeting held on the 12th March 2019

The minutes were approved with no amendments by the Councillors and signed by Cllr, Clarke.

6. Update on defibrillator/cases and training

It was agreed by the Councillors that the Clerk would look into the cost of a case for the defibrillator and that Cllr. Brierley and Cllr. Chapman would obtain a quote from an electrician for the installation of the defibrillator outside the village hall.

7. Update on land suitable for fitness equipment

It was agreed by the Councillors that the Council would like to purchase the private allotment and asked the Clerk to obtain an estimate of a reasonable price.

8. Planning Application 19/00572/FUL

The Councillors considered the above planning application for proposed demolition of rear conservatory, erection of two storey extension, external and internal alterations – Hawthorns, 17 Mill Lane, no objections were raised.

Finance and Administration

9. Approval of 2018/19 year end accounts

The year-end accounts were approved by the Councillors and signed by Cllr. Clarke.

10. Update and approval of asset register

The asset register has been updated by the Clerk and this was signed by Cllr. Clarke.

11. Renewal of Parish Council Insurance 2019/20

It was agreed by all the Councillors that this year's Council Insurance will be renewed with Zurich Insurance.

12. Approval of invoices for payments

The following cheques were approved for payment

LRALC – Annual Membership (100512) £161.74

Autela – Payroll (100513) £47.00

Leicestershire Gardens – March/April Mowing (100514) £52.00

Sara Barrett – April & May Salary (100515) £272.18

Zurich Insurance (100516) £324.32

2Commune – Website Hosting (100517) £372.00

13. Authorization of annual internal report 2018/19

The annual internal report was approved and signed by Cllr. Clarke

14. To approve the appointment of James Ireland & Co and the internal Audit fee

It was approved by the Councillors that James Ireland & Co would carry out the 2018/19 Internal Audit.

15. Allotment summer inspection

It was agreed by the Councillors that this year's allotment inspection will be on Sunday 28th July at 11.00.

16. Date and time of next meeting

The next Parish Council meeting will be held on the 4th September at 7.30 in the village hall.

The meeting closed at 8.40