

WITHERNWICK PARISH COUNCIL

CHAIR: COUNCILLOR MRS PATRICIA PAGE

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**Minutes of a Meeting of Witherwick Parish Council
Held in the School room on 16th March 2011 at 7.30pm**

PRESENT: - Parish Councillors: Mrs P. Page (Chair), Mr A L Crook (Vice Chair), Mrs D Carr, Mr M. Grove, Ms D Dickinson and Mr N Wilkie.

CLERK: - Mr P L Wilson

903. PARISHIONERS QUESTIONS

No parishioners attended the meeting. There were therefore no parishioners' questions.

904. APOLOGIES

There were no apologies.

905. DECLARATIONS OF PERSONAL AND PREJUDICIAL INTERESTS

There were no such declarations

906. MINUTES OF THE LAST MEETING

The minutes of the meeting of 16th February 2011 were **approved as a true and correct record and duly signed by the Chair.**

907. MATTERS ARISING FROM THE MINUTES

There were no matters arising.

Initials

908. COMPOSITION OF THE COUNCIL

- i. The Council considered the verbal report of the Clerk concerning the 3 vacancies on the Council, and reported that the Notice of Vacancies advertised had effectively resulted in two responses. The Council acknowledged this and confirmed its policy of requiring such interested persons to attend 3 consecutive meetings prior to co-option consideration and as neither potential co-optee was present, the Clerk confirmed that the subject of the vacancies will therefore need to be considered at future meetings.
- ii. The Council considered the verbal report on the potential election in May 2011 and noted the Clerks advice that each Member is responsible for submission of nomination forms. The Clerk made reference to the timetable, nomination forms and Guide for Candidates.
It was resolved that the Clerk obtain a copy of the Register of Electors to assist.

909. PLANNING ISSUES

There were no planning items to consider.

910. FINANCE

- i. It was **resolved** to pay £310.96 to the Clerk for duties/expenses in Feb / March 2011.
- ii. It was noted that the return for the year ending 31 March 2011 had been received by the Clerk, who planned to submit a copy to the May Council prior to submission to the Audit Commission.
- iii. It was also noted that from 6 April 2011, Clerks to Parish Councils could no longer be classed as self employed for tax reasons and that the Clerk would need to register the Council as an employer.
- iv. It was further noted that the ERNLLCA subscription for 2011/12 in the sum of £258.92 had been received. **It was resolved** to pay this by the due date of 31 May 2011.

911. ST ALBANS CHURCHYARD

It was confirmed that confirmation of ownership of the land between the churchyard and the houses had been received and **it was resolved** that the Clerk write to ERYC to request its agreement to accepting maintenance responsibility.

912. WITHERNWICK BURIAL GROUND

- i. It was reported that no further information was found concerning the grass cutting tenders and **it was resolved** that the Clerk and the Vice Chair meet to draw up a specification for submission to the current contractor and the 4 others identified at the last meeting.
- ii. It was noted that Councillor Wilkie had not had chance yet to replace the latch on the small gate and re-claim the cost. He planned to complete this soon.
- iii. The subject of the fees charged by the Council for services at the Burial Ground was discussed. **It was resolved** to review these at the next meeting, when it was hoped to have some comparator charges from neighbouring Councils.
- iv. It was noted that the Vice Chair passed to the Clerk £20 received from Mrs Fryer for her reserved plot.

913. PARISH PATHS PARTNERSHIP

No report or consideration other than concerning grass cutting – See 912 i above.

Initials

914. HIGHWAYS

No highway matters were considered, although the condition of footpaths and adjacent grass verges and hedges leading to the Burial Ground were discussed. This was to be considered at the next meeting for potential addition to ERYC 3-weekly cycle.

915. FUTURE OF THE SCHOOL ROOM

It was reported that there had been no responses to the various letters submitted.

916. OTHER ITEMS OF INFORMATION

The Clerk reported on a range of correspondence that he held details for reference.

917. ANY OTHER BUSINESS

The only item concerned a request to use the field near the Burial Ground for the Village Fete. **It was resolved** to consider this at the next meeting.

918. DATE OF NEXT MEETING

It was confirmed that the date of the next meeting is 20th April 2011

Meeting closed 8.17pm

Signed (Chair)

Date