South Mimms Parish Council

Minutes of the Annual Meeting of the Parish Council held at 7.30pm on Thursday 21st May 2015 at South Mimms Village Hall

Present:	Councillor Yvonne Harverson	Chairman
	Councillors Paul Binstead, Andy Brewster, and Paula Goodenough	
	Mrs H. Rook	Clerk
	10 members of the public	

Councillor Goodenough opened the meeting and congratulated Councillors on their Election. The Election result is attached as Appendix A.

52/15 ELECTION OF CHAIRMAN

Councillor Goodenough invited nominations for Chairman.
Proposed by Councillor Binstead, seconded by Councillor Goodenough and **RESOLVED** that Councillor Harverson be elected Chairman for the Council year 2015-16.

53/15 CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

The Declaration of Acceptance of Office as Chairman was signed by Councillor Harverson and witnessed by the Clerk. Councillor Harverson thanked the Council for her election and thanked Councillor Goodenough for her time as Chairman. Councillor Harverson welcomed Councillor Brewster and congratulated Councillors on their election to the Parish Council.

Councillor Harverson in the Chair.

54/15 ELECTION OF VICE CHAIRMAN

Proposed by Councillor Harverson, seconded by Councillor Binstead and **RESOLVED** that Councillor Goodenough be elected Vice Chairman of the Council for the year 2015-16.

55/15 VICE-CHAIRMAN'S DECLARATION OF ACCEPTANCE OF OFFICE

The Declaration of Acceptance of Office of Vice Chairman was signed by Councillor Goodenough and witnessed by the Clerk. Councillor Goodenough thanked the Council for her election.

56/15 APOLOGIES FOR ABSENCE

Apologies had been received from Councillor Edwards.

57/15 DECLARATION OF MEMBERS' INTERESTS

All Members, except Councillor Binstead, had completed new Register of Members' Interest forms and these will be lodged with Hertsmere Borough Council's Monitoring Officer.

There were no declarations of Members' interests.

58/15 REPRESENTATION ON OUTSIDE BODIES

Potters Bar, Ridge and South Mimms Community Safety Partnership

RESOLVED that Councillor Goodenough be appointed SMPC representative at CSP meetings although if unable to attend, another Member would attend instead.

59/15 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 2nd APRIL 2015

The minutes of the Parish Council Meeting held on Thursday 2nd April 2015 were agreed as a true record and were signed by the Chairman.

60/15 FINANCIAL REGULATIONS

New Model Financial Regulations released by NALC in October 2014 circulated prior to the meeting were reviewed. Councillors **RESOLVED** to adopt the New Financial Regulations with an amendment to the figure in section 11 Contracts (b) contract exceeding £1,000 in value; (f) contracts above £1,000; (h) contract of less than £1,000. The amended regulations are attached as Appendix B.

61/15 RISK ASSESSMENT

The Risk Assessment circulated prior to the meeting was reviewed and it was **RESOLVED** to adopt the Risk Assessment attached as Appendix C.

62/15 INTERNAL AUDITOR'S REPORT

Mrs Vivienne Reeve had carried out the Internal Audit and Members NOTED Section 4 of the Annual Return had been completed and signed. A letter of thanks/flowers will be sent to Mrs Reeve.

63/15 ANNUAL ACCOUNTING STATEMENTS AND ANNUAL RETURN FOR THE YEAR ENDING 31ST MARCH 2015

Members reviewed the Annual Accounting Statement and Annual Return for the year ending 31st March 2015 and **RESOVED** that the Statement of Accounts for 2014/15 be approved and signed by the Chairman and Clerk and submitted to BDO LLP, the external Auditor.

64/15 ANNUAL GOVERNANCE STATEMENT

Members read through the Annual Governance Statement for the year ending 31st March 2015 and **RESOLVED** that it be approved and signed by the Chairman and Clerk and submitted to the external Auditor.

65/15 SCHEDULE OF PAYMENTS

A Schedule of accounts as follows (attached) were **RECEIVED** and **CONFIRMED:-**

21st May - Cheques 204-207 - £1,539.56

66/15 PLANNING APPLICATIONS

The following application was considered by the Council:-
15/0726/HSE - 48 Blanche Lane, EN6 3PD – Single Storey Rear and Side Extension – *No comment*

The following applications were previously considered by the Parish Council and are either pending or a decision has been reached by Hertsmere BC:-
15/0462/CLP – 27 Brookside, EN6 3PT – Single Storey Side Extension – *Certificate of Lawful Development granted*
1**5/0052 & 0053 – Dancers Hill House, Dancers Lane** – *Permission Granted*

67/15 CRIME SAFETY PARTNERSHIP

The next meeting is on 17th June at 7pm at Wyllotts Centre. Councillor Goodenough will attend, if possible, on behalf of the Parish Council and all residents are welcome to join the meeting.

68/15 HIGHWAYS

The following Temporary Closing notices were NOTED:-

- Galley Lane from junction with access road leading to Brook House south eastwards for approx. 490 metres to enable utility service works to take place between 9.30am and 3.30pm on 8th June 2015;
- Swanland Road/St Albans Road roundabout, South Mimms; Blanche Lane from junction with Crossoaks Lane southwards for approx. 430m; Galley Lane from junction with Trotters Bottom south eastwards for approx. 1928m to enable highway maintenance works to take place for up to 7 days during the period 8th June to 8th December 2015.

69/15 COMMUNITY SUMMER OUTING

Councillor Harverson put forward proposals for a summer community outing to include return coach travel from South Mimms to the coast (possibly Southend), refreshments and an early evening buffet in one of the village pubs. An application will be made to the Locality Budget Scheme for a grant. Members noted that the budget for Community Events for 2015-16 was £1,000. Councillor Harverson will prepare a budget for the event for consideration at the June meeting.

70/15 PUBLIC SESSION

No questions from the public.

71/15 DATE OF NEXT MEETING

The next meeting of the Parish Council will be held on **Thursday 11th June 2015 – N.B. DATE CHANGE**

The meeting closed at 8.30pm

Chairman …… Date …….