



LAVENDON PARISH COUNCIL

The Minutes of the Monthly Meeting of the Parish Council held in the Old School Building, High Street, on Monday, 12 April 2010 at 7.30 pm.

Present: Mrs K Porter [Chair], Mrs B Shaw [Vice-Chair], Mr A Morley, Mrs June Underwood
Mr J Edwards
Mrs E Gillies [Clerk], Miss M Franklin [RFO]
Cllr P Geary, 3 members of the public
Apologies: Mr D Tomkins, Mrs P Butler, Cllr D Brock

1. The Chair welcomed all those present and apologies were noted.

The council were also informed that both the Clerk and RFO [Responsible Financial Officer] had signed the agreed updated Contract Agreements, which are in line with the NALC Model Contracts, on 1 April 2010. Signed copies are held on file.

2. **The Minutes of the Monthly Meeting of the Parish Council held on 8 March 2010 were resolved.**

3. **Declaration of Interests on Agenda items - none**

4. **Other Ongoing Issues:**

- a. *Landscaping* – It was noted that work has begun on cleaning of the War Memorial.
- b. *Cemetery – update* – The planning application for ‘Change of Use’ for the proposed cemetery extension has now been submitted.
- c. *Allotments – update* – A letter from Sidleys, with a draft Lease has been received. This will be copied to all councillors to look at. The Clerk will request a copy of previous Lease for comparison.
A meeting will be arranged between the allotment representatives and allotment tenants, to try and appoint a spokesperson to liaise with the Parish Council.
- d. *Pavilion – update re flooding and insurance* – a meeting was held with the Loss Adjusters at the Pavilion and payment should be sorted out shortly.

A meeting between the council and PSLA will be held on Wednesday morning to discuss future use of the Pavilion and Stay and Play sessions. The PSLA will also be asked about rumours of them setting up a Pre-school in September 2010.

The council have been discussing the possibility of setting up a Parish Council Office in the Pavilion in the future. This would enable both the Clerk and RFO to work there, and drop in sessions for the residents to be held. This would also help to centralise all Parish Council information.

6. Finance Report:

- a. Items submitted for payment in April were resolved
- b. Banking – way forward with Bank of Ireland – update as follows;

Mrs Porter, Mrs Shaw and Mr Morley signed the Barclays bank mandate as the new signatories for Barclays Bank.

It was resolved by the Parish Council to set up a new bank account with Nat West in Olney. The forms were signed by the council signatories and a Bank of Ireland cheque for £1,000 resolved to set up the account.

The council also resolved to accept the new internal auditor, Mr A G Freeman from HWS. The Chair signed the agreement on behalf of the council; the copy to be held by Miss Franklin, RFO. The internal audit will be set up for early May.

The RFO highlighted the Eon Electricity bills for the Pavilion and the excessive costs. It was resolved that the council will look into this. Cllr Geary put forward the recommendation that grant funding may be available through 'Your Energy' or the MKC Wind Farm web site, for upgrading the heating system in the Pavilion for something more energy efficient.

7. PUBLIC QUESTION TIME.

8. Matters Arising:

- a. *for information .*
- b. *for future agendas – Draft Lease, Finance Meeting in April*

The meeting closed at 8.40 pm

SignedChairman

Dated