

LITTLE WILBRAHAM PARISH COUNCIL

Parish Council Annual General Meeting 2014/02B held in St John's Church, Little Wilbraham on Wednesday 7 May 2014 at 8.30pm

MINUTES

Present: Cllrs C Tebbit (Chairman), J Torode (Vice Chairman), P Addecott, J. Bramwell, R Tilbrook, District Cllr R Turner, D Bramwell (Parish Clerk)

14/001: Apologies for Absence: Cllrs J Richardson, D White, County Cllr John Williams, PCSO J Coppard

14/002: Election of Chairman and Vice Chairman: Chris Tebbit was proposed as Chairman by John Bramwell, seconded by Ray Tilbrook and unanimously agreed by all Parish Councillors present. John Torode was proposed as Vice Chairman by John Bramwell seconded by Ray Tilbrook and unanimously agreed by all Parish Councillors present. Chris Tebbit thanked Prue Addecott for her previous 6 years service as Chairman.

14/003: Minutes of previous Annual Parish Council Meeting held on 1 May 2013 at St John's Church, Little Wilbraham were approved and signed by the Chairman.

14/004: Financial Regulations last approved in September 2011 were reviewed and, unanimously agreed by all Parish Councillors present, that they were still relevant and therefore approved at this meeting.

14/005: Internal Auditor agreed by all Parish Councillors present should remain as Geoffrey Mann (FCIE) of Geoffrey Mann Ltd (Accountancy & Book-keeping), Dee House, Highworth Avenue, Cambridge, CB4 2BQ; Tel: 01223 353161; Email: Geoff@deehouse.org.uk.

14/006: External Auditor: was confirmed as PKFLittlejohn, 1 Westferry Circus, Canary Wharf, London E14 4HD, Tel: 02075162200; Email: sba@pkf-littlejohn.com.

14/007: Review of Budgetary Control: It was confirmed that the financial budget was reviewed at each ordinary Parish Council Meeting held five times each year.

14/008: Review of Bank Signatories: It was agreed that the following 3 bank signatories would remain the same as the previous year: Prue Addecott, Chris Tebbit, Raymond Tilbrook. It was also agreed that any change in future signatories, to add D Bramwell (Parish Clerk) to enable her to be able speak to the Bank of Ireland about the Parish Council's account.

14/009: Review of Annual Donations: It was agreed that the following donations could be awarded during 2014-15 but may be reviewed again during 2014-15: £400 to St John's Church, Little Wilbraham & St George's Church, Six Mile Bottom to be used for works to the external grounds; £100 to 1st Wilbrahams' Scout Group to be used by the Group for materials and equipment.

14/010: Review Health & Safety Assessments and Insurance Cover: It was agreed to renew the Annual Insurance Cover, Policy 11/AC/2048/06 with Allianz Insurance plc provided through insurance brokers AON Ltd. Renewal date 1st June 2014. It was agreed unanimously to stay with AON for the next 3 years (until 2017) and receive a 5% discount. The 2 new Village signs to be erected in Six Mile Bottom and Little Wilbraham on Saturday 10 May 2014 would be added to the insurance policy.
Insurance Policy Type: Aon Parish Council Scheme Premium £470.07 IPT £28.20 Total £498.27
Public Liability-limit of indemnity £10,000,000; Employer's Liability-limit of indemnity £10,000,000

14/011: Review Working Party Representatives:
Recreation Ground (Playground & Allotments): John Bramwell, John Torode, David White
Wadlow Wind Farm Group: Prue Addecott, John Torode

14/012: Close of Meeting – 9.30pm

Signed _____ (Chair) Date _____