

**Minutes of the Parish Council Meeting held on Tuesday 23rd January 2018 at 7pm  
The Village Hall, Lingwood Lane, Woodborough, Nottingham**

PRESENT: Cllr Andrew Gough, Cllr Margaret Briggs, Cllr John Charles-Jones, Cllr Patrick Smith, Cllr Colin Starke, Cllr Jane Stone, Cllr Pat Woodfield, Cllr Charles Wardle (part).

IN ATTENDANCE: Averil Marczak (Clerk).

**3333. APOLOGIES FOR ABSENCE AND ACCEPTANCE**

Apologies were received and accepted from Cllr Paul Berrisford, Cllr John Boot and Cllr Jan Turton.

**3334. DECLARATIONS OF INTEREST**

As registered.

**3335. MINUTES OF THE PARISH COUNCIL**

The minutes of the meeting held on 9<sup>th</sup> January were approved.

**3336. MATTERS ARISING**

It was noted that the blockage in the beck had been cleared and the tree funded by the Greenwood grant had been planted in the Governors' Field

**3337. PLANNING**

PC ref 1012, GBC 2017/0936TPO revised, for the additional felling of an Atlas Cedar at 32 Main Street: NCC's Forestry Officer was satisfied with this recommendation and it was agreed to make no objection.

Cllr Wardle arrived.

**3338. INTERNAL AUDIT PROGRAMME**

The list of tests was reviewed and it was agreed to add controls regarding pension documentation, the requirements of GDPR and noting likely requirements for years +2 and +3 when setting budgets. It was further agreed that the Clerk should add the additional requirements from NALC's latest template to ensure that the PC's approach was comprehensive.

**3339. RISK ASSESSMENT**

The risk assessment was reviewed and the following points added: risk management; review accident book; consider outline plan for budget years +2 and +3 when setting precept.

**3340. INTERNAL AUDIT REPORT 2017**

It was noted that an alternative provision for backing up files was now in place. It was agreed to consider insurance values for the buildings at February's meeting.

**3341. 2018/19 BUDGETS**

The expenditure budget totalling £89,947 was agreed as per the circulated draft. Key projects for 2018/19: Village Hall, internal and external decoration (£7000) and new curtains (£3000).

It was agreed to levy a precept of £70,283 (+3.9% overall, +3.1% on household council tax bills).

**3342. CEMETERY FEES FOR NON-RESIDENTS**

It was agreed to raise cemetery fees to five times the resident rates: single grave £1750; interment £1750; burial of ashes £250; erect headstone £375.

**3343. AOB (FOR INFORMATION ONLY)**

The Clerk and Cllr Stone had spoken with a resident who raised issues about the state and width of the pavement and verge at the junction of Main Street and Park Avenue. Cllr Elliott had forwarded queries to relevant personnel at Via EM.

**3344. DATE OF THE NEXT MEETING**

The date of the next PC meeting was confirmed as 13<sup>th</sup> February 2018 at 7pm.

The meeting finished at 8.20pm.