

Agenda for Meeting of Chelwood Parish Council

Chelwood Village Hall

Monday 9th October 7:00pm

1. Matters Arising Not Covered In Agenda
2. Standing Orders review
3. Finance
 - a. Audit 2016/17 External Audit Report
 - b. Laptop and software purchase £479.99 + £44.10
 - c. Website – Renewal of subscription to Fasthosts, Invoice no 42895169 - £70.19
 - d. Balance
4. Correspondence
 - a. Parish Liaison Meeting 12th July
 - b. Connecting Devon and Somerset Phase 2 - N Somerset and B&NES
 - c. Parish Charter consultation
 - d. LAIS - Precept Consultation
 - e. Housing & Employment Land Availability Assessment (HELAA) review
5. Date of Next Scheduled Meeting
Monday 8th January 2018 at 7:00pm

Minutes of Meeting of Chelwood Parish Council - Draft

Monday, 9th Oct 2017

Public Submissions	None
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Present	Mr P Sherborne (chair), Mr P Jones, Mr G Joyner, Mrs C Beecroft (clerk)
Apologies	Mr P Harrison (vice-chair), Ms J Glynn

1	Matters Arising Not Covered in Agenda	
<p>Previous minutes read and signed as a true record. BT Phone box – need to consider possible uses.</p>		
2	Standing Order Review	
<p>No changes at present.</p>		
3	Finance	CB
<p>Audit 2016/17 External Audit Report External Auditor has passed the audit for 2016/17 with the following matter reported – Accounting for fixed assets – council purchased a scanner and bench this year, this needs to be included as part of an asset register and included in section 9 of audit report in future. In response Parish council has created an asset register. Internal control objectives F (petty cash) , G (Salaries to employees) and H (Asset and Investments) on Internal Audit report - Response should state 'Not Covered' rather than "Yes".</p> <p>Laptop and software £420 from the Transparency Grant has been allocated to the purchase of a laptop and software. The actual cost was £524.09, so £104.09 allocated from parish council funds.</p> <p>Website Invoice Renewal of subscription to Fasthosts, £70.19</p> <p>Previous Balance £2567.03, amended previous minutes where it was shown in error as £2568.03 Income none Expenditure £70.19 Carolyn Beecroft, Ch. No 000150 Re-imburement for Fasthosts Invoice ID: 42895169 £524.09 Carolyn Beecroft, Ch. No 000151 Re-imburement for laptop and software purchase Current Balance £1972.75</p>		
4	Correspondence	
<p>Parish Liaison Meeting 12th July Connecting Devon and Somerset Phase 2 - N Somerset and B&NES Parish Charter consultation LAIS - Precept Consultation – may affect small parish councils as based on percentage change. Our precept requests fluctuate between £300 and £400 Housing & Employment Land Availability Assessment (HELAA) review - The document will be used to inform B&NES New Local Plan. Looks at potential land supply in terms of assessment of the suitability, availability and achievability of sites. Parish councils to provide relevant factual information by 30th October.</p>		

5	Date of Next Scheduled Meeting	
	Monday 8 th January 2018 at 7:00pm	
6	Any Other Business	
	Cllr Warrington gave an overview of B&NES Joint spatial plan strategy. B&NES need to make cuts of £58million by 2020. How will this impact on services? More community involvement e.g. library hubs at Bishop Sutton and Chew Valley school. Assessing future site allocations for development (HELLA). Housing target of about 17000 new homes. Whitchurch and north Keynsham are strategic development locations. 2500 new homes at Whitchurch, how will this affect A37? What infrastructure considerations will there be?	