

SYKEHOUSE PARISH COUNCIL

Minutes of the Council Meeting held in the Village Hall at 7.15 pm on Monday 1st December 2014.

Present:

Mr R Thompson
Mr David Fox
Mr John Duckitt
Mrs Joone Oliver
Mr Stephen Lee

Mr I R Harrison – Locum Clerk

1. **Declarations of Interest.** None.
2. **Apologies.** None.
3. **Minutes.** Consideration was given to the minutes of 6th October 2014.
RESOLVED that the minutes be signed.
4. **Reports on matters arising from the minutes.**

New commemorative stone – It was reported that the new stone had been delivered to Sykehouse and was awaiting installation.

RESOLVED that a local contractor be sought to install the stone.

5. Accounts and financial matters.

5.1 Consideration was given to the accounts to 30th November 2014.
RESOLVED that the accounts be approved.

5.2 Consideration was given to the projected financial out-turn for 2014-15 and income/expenditure for 2015-16 which indicated that the precept for 2015-16 could be kept at the current level. **RESOLVED** that a budget for 2015-16 be prepared on this basis for approval at the next meeting .

5.3 The following payments were considered:

I R Harrison	Clerks services	£280.35	c/n 277
HMRC	PAYE	£63.00	c/n 278
CVS	Payroll Sept	£12.60	c/n279
DMBC	Grounds maintenance	£169.09	c/n280
Sykehouse Village Hall.	Rent/donation	£172.00	c/n 281
Amy Computer Boost	Web Hosting	£28.80	c/n 282
CVS	Payroll Oct	£12.60	c/n283

Chairman. 

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I R Harrison	Clerks services Oct	£177.16	c/n 284
HMRC	PAYE Oct	£40.60	c/n 285
M Williams	Website design	£300.00	c/n 286
Thorne Times	Job advert	£90.00	c/n 287
I R Harrison	Clerks services Nov. (split between IR Harrison and HMRC to be provided by CVS).		

RESOLVED that the accounts payable be approved and the cheques signed.

6. Annual review of Internal Audit and Risk Management.

The Councils current policies were reviewed.

RESOLVED that though the current procedures were satisfactory and were approved, as an additional step a bank statement would be provided with the accounts at each meeting.

7. Correspondence.

Reference was made to an e mail dated 7th October 2014 from DMBC Planning stating that the Sites and Policies Development Plan Document had been withdrawn and calling for sites for consideration for development to be submitted.

8. Website. It was reported that the new website www.sykehouse.org.uk was up and running, although some sections were still being worked on. Councillors suggested a number of possible amendments/additions.

RESOLVED That the web developer be thanked for his excellent work.

9. Newsletter. Consideration was given to the final draft of the Newsletter.

RESOLVED That with minor alterations the Newsletter be sent for printing.

10. Recruitment of permanent Clerk. It was reported that four good applications had been received following the recruitment advertisement.

RESOLVED that all four candidates be invited for interview by Councillors on 15th December 2014 after which it was expected that an appointment would be made.


11. Recording of meetings. Consideration was given a new Council document entitled "Rules for the effective management of recording at meetings" drawn up as result of the Openness of Local Government Regulations 2014

RESOLVED that the document be approved and adopted by the Council.

12. Schedule of meetings 2015.

Monday 12 th January 2015	7.15pm	Council
Monday 2 nd March 2015	7.15pm	Council
Monday 13 th April 2015	7.15pm	Council
Monday 11 th May	6.45pm	Annual Council Meeting
	8.00pm	Annual Electors Meeting

13. Closure of meeting. The Chairman thanked everyone for their attendance and closed the meeting.

Chairman... 

Date.....12.11.2015.....