

PORTBURY PARISH COUNCIL

AGENDA

The next meeting of the above Council will be held on **Tuesday 1st May 2012** commencing at 7.30pm in **The Lounge, Portbury Village Hall**, High Street, Portbury.

Declaration of Interest by Members. The Member should indicate whether the interest is personal or prejudicial. A declaration of interest should indicate the nature of the interest and the agenda item to which it relates. In the case of a personal interest, the member may speak and vote on the matter. If a prejudicial interest is declared, the member should leave the room whilst the matter is being dealt with.

If the member leaves the room in respect of a declaration, he or she should ensure that the Chairman is aware of this before he or she leaves because it should be recorded in the minutes.

1. **Minutes** of April's meeting held 03.04.12 – approval
Minutes of AGM held 03.04.12 - approval

2. **Finance**

Ring fenced in Reserve Account

Parish Plan	£1720.00
Play Scheme Grant	£2175.68

Parish Available funds

Capital Reserve as at 30.03.12 Less ring fenced	£ 6105.02
Current Account as at 23.04.12	£ 9795.72

Average Monthly outgoings

Lengthsman – Annual	£1200
Admin/Coordinator -Annual	£9600
Water – annual approx	£50
Electricity – annual approx	£250
Maintenance – Lights annual approx	£200
Maintenance Bins – annual approx	£300
Maintenance Grass Cutting – annual approx	£700
Portbury Village Hall Rent -annual	£200
Expenses -annual	£250
Playing field lease	£850
Total	£13600

£1133 / Month

(a) Payments for Authorisation

	<u>Nett</u>	<u>VAT</u>	<u>Gross</u>
PBS – Administration/Coordinator May 2012	795.00	0.00	795.00
Cllr Tarr – Travel expenses. Attendance at NG Strategic			
Community events – 28.02/27.03.12	16.34	0.76	17.10
Brian Weekes – Maintenance	147.00	0.00	147.00

(b) Financial statements and Annual Return – year ending 31.03.12

1. Approval of accounting statements
2. Approval of Annual Governance Statement

(c) **Diamond Jubilee Celebrations** – Funding request

(d) **Additional dog bin** – play area. Supply only from NSC £55.00 plus VAT

(e) **Parish Insurance**

4. Crime & Disorder

5. Parish Plan & Website

6. Planning

(a) **Granted/Refused/Withdrawn**

12/P/0367/F & 12/P/0369/LB Refurbishment to existing garage structure Elm Tree Farm -
Granted

12/P/0374/F Conversion of stone barn to form holiday accommodation – Brook Barn –
Granted

(b) **NALC People in Action Conference 05.07.12** – Invitation to attend

7. Parish Co-ordinator /Task Monitor

(a) **Standing Order – Approval of amendment to Item 58**

58a. Unauthorised Activities

No member of the Council or of any committee or sub-committee shall in the name of or on behalf of the Council:-

- a) *inspect any lands or premises which the Council has a right or duty to inspect; or*
- b) *issue orders, instructions or directions unless authorised to do so by the Council, the relevant committee or sub-committee.*

58b. Authorised Activities

Except as precluded above a member of the Council may in his/her own right as an elected member take up an issue which they themselves have identified, or which has been brought to their attention by a resident or group of residents, to pursue with another organisation provided:

- a) *it does not contradict or countermand existing council policy in relation to the matter which has been raised;*
- b) *it is not so significant that the full council should be advised and a response agreed before action is taken;*
- c) *the Clerk to the Council and/or the Chairman (or, in the absence of both officers, the Vice Chairman) is advised of brief details of the issue and of the action taken.*

Members will be expected to exercise good personal judgment in relation to these matters and should, if in any doubt, consult the Clerk to the Council, Chairman or Vice Chairman, before taking any action or initiative in order to protect the integrity and good reputation of the council.

8. Maintenance

9. Transport and Traffic

- (a) Jct 19/A369 - Update

10. Community Reports - St Mary's School/ Church and Village Hall

11. AOB

- (a) New Councillor
- (b) Allotments – Plot 1 (Mr Longstaff)

12. Date and time of next meeting – 12th June 2012