



LEONARD STANLEY

P A R I S H C O U N C I L

Minutes of the Annual Meeting of Leonard Stanley Parish Council held in Leonard Stanley Village Hall on Tuesday 3rd May 2022 at 7.00 pm.

Present: - Councillors K Aldridge, R Bayliss (Chairman), J Bogdiukiewicz, C Connett, S Craddock & P Herbert.

Also present: - District Cllr Nigel Studdert-Kennedy, District Cllr Stephen Hynd and 1 Member of the Public

32/22. To Elect a Chairman

Cllr Rob Bayliss was unanimously elected as Chairman.

(The Acceptance of Office was duly signed and witnessed by The Proper Officer).

33/22. Apologies for absence:

Apologies were received from Cllrs Pamela Fawkes, Steve Lydon, Rebecca Mason and County Cllr Wendy Thomas

34/22. Declarations of Interest in Agenda Items

Cllr Chris Connett declared an interest in Agenda Item 43/22c and Cllrs Phil Herbert & Jan Bogdiukiewicz declared an interest in Agenda Item 43/22b

35/22. To approve the minutes from the Parish Council meeting held on Tuesday 5th April 2022.

The minutes were approved and were signed as a true record.

36/22. To elect a Vice Chairman

Cllr Steve Lydon was unanimously elected as Vice Chairman.

37/22. To consider and appoint the allocation of Roles and Responsibilities

The Council agreed to the following roles and responsibilities: -

- Welfare Trustees – Cllrs Chris Connett and Jan Bogdiukiewicz
- Village Hall Representative – Cllr Chris Connett
- Saxon Gate Residents Association – Cllr Rebecca Mason
- Other Local Government Organisations – Cllr Rob Bayliss
- Highways Representative – Cllr Pam Fawkes
- Pavilion / Playing Fields / Football Club – Cllrs Rob Bayliss and Phil Herbert

- Financial Overseer – Cllr Kate Aldridge
- Financial Management/Budgets – Cllrs Rob Bayliss and Steve Lydon

38/22. To review the Standing Orders

The Standing Orders were sent to the Members prior to the meeting.

<https://www.leonardstanley-pc.gov.uk/uploads/standing-orders-may-2022.pdf?v=1651072388>

The Council reviewed Standing Orders - no changes were made.

39/22. To review the Financial Regulations

The Financial Regulations were sent to the Members prior to the meeting.

<https://www.leonardstanley-pc.gov.uk/uploads/model-financial-regulations-may-2022.pdf?v=1651072345>

The Council reviewed the Financial Regulations - no changes were made.

40/22. To review the Financial Risk Assessment

The Financial Risk Assessment was sent to the Members prior to the meeting.

<https://www.leonardstanley-pc.gov.uk/uploads/financial-risk-review-may-2022.pdf?v=1651072295>

The Council reviewed the Financial Risk Assessment – no changes were made.

41/22. To review the Asset Register and Insurance Cover

The Asset Register and Insurance Schedule were sent to the Members prior to the meeting.

<https://www.leonardstanley-pc.gov.uk/uploads/insurance-asset-register-2022.pdf>

The Council reviewed the Asset Register and Insurance Cover – no changes were made.

42/22 To consider a request from the Youth Football Club to use the Bath Road end of the Playing Field for some additional car parking, for their presentation day on the 11th June 2022.

The Council agreed to the request subject to conditions.

43/22. Financial Issues

a. To authorise payments in accordance with the RFO Reports.

The Clerk sent the Members May RFO Report prior to the meeting.

<https://www.leonardstanley-pc.gov.uk/uploads/as-at-1st-may-2022.pdf?v=1651413926>

The Council approved the accounts for payment.

b. To consider approving a grant request of £415, to LS Village Hall, to enable them to put on a quiz and treasure hunt for the Jubilee Celebrations.

The Council agreed to the grant request for £415.

c) To consider approving a grant of £650, to Saxon Barn to enable them to put on a concert for the Jubilee Celebrations.

The Council approved the grant of £650, if the event could be moved until late afternoon / early evening, so not to clash with the Dog Show.

d) To consider giving a grant of up to £1,000 to the Disasters Emergency Committee, to support their relief efforts for the people of Ukraine.

The Council agreed to a grant of £1,000 to a charity to support the Ukraine - the charity to be decided in the June meeting. (The members were not in favour of giving the funds to the DEC if a suitable alternative could be identified).

e) To approve the accounts for the Financial Year 2021/22

The End of Year Accounts for Financial Year ended 31st March 2022 was sent to the Members prior to the meeting.

<https://www.leonardstanley-pc.gov.uk/uploads/balance-sheet-11.pdf?v=1651069837>

The Council approved the accounts for the Financial Year 2021/22

f) To receive the report from the Internal Auditor for the Financial Year 2021/22 and action any recommendations.

The Internal Auditors report has not yet been received; therefore, this item has been deferred until the June meeting.

g) To approve the Annual Governance Statement for the Financial Year 2021/22

This Agenda Item has been deferred until the June meeting.

h) To approve the Annual Accounting Statement for the Financial Year 2021/22

This Agenda Item has been deferred until the June meeting.

i) To note the dates for the Exercise of Public Rights for Financial Year 2021/22

The Council noted the dates for the Exercise of Public Rights for the Financial Years 2021/22.

[https://www.leonardstanley-pc.gov.uk/uploads/16-making-provision-for-the-exercise-of-public-rights-2021-22-\(1\).pdf?v=1650122838](https://www.leonardstanley-pc.gov.uk/uploads/16-making-provision-for-the-exercise-of-public-rights-2021-22-(1).pdf?v=1650122838)

44/22. Planning

a) To consider any plans received.

There were no plans to consider.

b) To receive a progress report from the Clerk on applications already responded to.

The following plan has received permission: -

S.22/0177/FUL Priory Farm, Church Road
Change of use of an existing agricultural building to a B8 (Storage) Use.

The following plans are still pending a decision: -

S.21/2860/OUT Land Adjacent To Dozule Close
Outline application for 15 no. new custom build houses & associated access, parking & amenity spaces with all matters reserved except access

S.22/0304/HHOLD Willow Bank, 5 Tannery Close
Erection of garage extension.

S.22/0450/LBC Brookside, Seven Waters, Bath Road
Replace timber double glazed windows with like for like.

S.22/0577/LBC Church View, Church Road
Replace the main oak timber beam.

S.22/0744/TCA Leonard Stanley House, Beards Mill
T1 Field Maple, multi stemmed - fell. T2 Walnut tree - Reduce three secondary branches by 2 meters.

45/22. To agree the date of the next meeting – will be held on 7th June 2022.

It was agreed the next meeting will be held on Tuesday 7th June 2022, at 7.30pm in the Village Hall.

There being no further business the Chairman declared the meeting closed at 7.47 pm