



Gorsley & Kilcot Parish Council

Minutes of the Meeting of the Parish Council
Held on Tuesday 6th June 2023 at 7pm in Christ Church Gorsley

Present:

Councillors: Nigel Warwick (Chairman), Nigel Poole, Graham Price, Mike Howley

Officers: Charlee Roberts (Clerk & RFO)

Other:

26 **Apologies for absence**

Apologies received and accepted from Malcolm Riggs and Steve Excell

27 **Declarations of Interest**

None.

28 **Minutes of previous meetings**

The minutes of the meeting held on Monday 15th May 2023 were reviewed and agreed as a true record, minutes signed by the Chair.

29 **Financial Regulations**

The Council reviewed the draft Financial Regulations and agreed to the following amendment to item 5.5 'The Clerk/RFO shall seek authority to authorise payment under the following circumstances'. The Council then adopted the amended Financial Regulations with immediate effect.

The Council reviewed the Financial Regulation Appendix – Online Payment Process and agreed to adopt this procedure.

30 **Financial Matters**

Council noted need for a printer, Council agreed to spend up to £100, clerk will investigate options for a printer including options for ink subscription service such as HP/Epson and will provide the council with options at the next meeting.

30.1 Council reviewed the invoice for Insurance from BHIB and agreed to make the payment of £267.01 to be paid by bank transfer, the chair and clerk will authorise the payment.

30.2 Clerks Salary was paid by standing order on 25th May 2023.

30.3 Council acknowledged receipt of the Internal Audit and agreed to work on undertaking the recommendations made.

31 **Annual Governance and Accountability Return 2022-23**

31.1 Annual Return - Governance Statements 2022-23

The Council approved and signed Section 1 – Annual Governance Statement 2022-23

31.2 Annual Return - Accounting Statements 2022-23

The Council approved and signed Section 2 – Accounting Statements 2022-23

31.3 Certificate of Exemption

It was agreed that the Parish Council meets the exemption conditions and will certify as an exempt council. The Council agreed to complete, sign and submit the Certificate of Exemption for 2022-23.

31.4 Dates for the Exercise of Public Rights

The Council confirmed the dates for the Exercise of Public Rights as Friday 9th June 2023 to Thursday 20th July 2023.

31.5 Review of investments and Banks Accounts

The Council has no investments and the Bank Account has recently been changed to a new provider.

32 Planning Decisions

Council noted that planning application P0037/23/DISCON has been granted permission.

33 Planning Applications

P0606/23/LD1 - Agricultural Building Opposite Brook Farm, Sterrys Lane – Council discussed the application including location, facilities and disparities between application and what has appeared to be happening on the site. Council questioned what is section 191 & B8. Council agreed to request further information and an extension to after the next meeting to allow for comment.

P0186/23/FUL - Brookfield Cottage Sterrys Lane – Council agreed to request an extension until after the next meeting to allow for review and comment.

P0676/23/FUL - Oaklands, North Pole Lane - Council agreed to request an extension until after the next meeting to allow for review and comment.

34 Planning Enforcement

Council noted for Marshalls Meadow, Kilcot Cross that Planning have been in contact with the landowner and a report has been passed to the legal department, enforcement action on the mobile home is awaited.

35 Clerks Report

Nothing to report.

36 Meeting Dates

To note date and time of next meeting as **Monday 3rd July 2023 at 7.30pm.**