

-50/2018-

**MINUTES OF THE SEDGFORD ANNUAL PARISH COUNCIL MEETING ON
THE 16th MAY 2018 AT THE VILLAGE HALL**

- 1. Welcome** Ms Crump welcomed all in attendance to the meeting.
- 2. Apologies** Borough Councillor Mrs Wright, Ms Crosley and Mr Hipkin
- Present** Mr Curry, Mr Frost, Ms Crump, Mrs Hipkin, Mr Head, Mr Clark and Borough Councillor Ian Deveraux
- Public** 1 member of the public present for the meeting,
- 3. Election of Chair** It was proposed by Mr Head and seconded by Mr Frost that Ms Crump remain as chair. This was passed with all in favour.
- 4. Election of Vice Chair** It was proposed by Mr Clark and seconded by Mr Curry that Mr Head continue as Vice chair. This was passed with all in favour.
- 5. Adoption of Standing Orders and Financial Regulations.** The clerk informed the meeting that there had been no changes to either documents over the last year. He said he had been alerted by the local association that changes were to be made but to date he has not received any revisions It was proposed by Mr Curry and seconded Mrs Hipkin that the documents be adopted. This was carried.
- 6. Complaint Procedure.** The clerk read the complaints procedure to the meeting. Changes were made to include the new data protection legislation and the procedure of sending a complaint to the council with contact details. It was proposed Mr Clark and seconded by Ms Crump that the policy be re adopted with the changes agreed. This was carried.
- 7. Review of Cemetery Charges.** After a short discussion, it was agreed that charges should not be changed for the coming year.
- 8. Mire Close Accounts.** Mr Ward presented the accounts for the year. 21 Parishioners had been supported with electricity costs last year. The closing balance for the year was £951.84.
- 9. Village Hall Accounts.** The clerk had received a set of accounts with accompanying notes for the Village Hall Committee. The clerk went through the income and expenditure and the closing balances. The balance will reduce as the hall committee are looking to add an extension to enlarge the kitchen and storage areas. Closing balance on the accounts £32,695.
- 10. Review of Land and Assets including Office Equipment.** The council has been successful in registering the Washpit, The Paddock Docking Road and the open half of the cemetery this year with the Land Registry. They still have the Paddock Road as an outstanding matter which is currently with the solicitors. Mr Clark said he holds the file on land and assets and will update to add grit bins and dog bins. The clerk said the new projector needs to be added to parish assets. The parish have agreed that the War memorial and site is the responsibility of the Parish Council.
- 11. Freedom of Information Policy.** The current policy is still relevant. The clerk will change the email contact address. It was agreed the policy should remain in place. Proposed Mr Frost seconded Mr Curry and carried
- 12. The meeting closed at 7.00pm**