

MINUTES OF THE MEETING OF BOYATT WOOD PARISH COUNCIL HELD ON TUESDAY 16 JANUARY 2024 AT 7.02 PM AT ST PETERS CHURCH, BOYATT WOOD. SO50 4FZ.

Councillor	Present	Apologies	Absent
Cllr Crosher (Chair)	✓		
Cllr Payne (Vice Chair)	✓		
Cllr Ellys	✓		
Cllr Robinson	✓		
Cllr Lee	✓		
Cllr Slawson		✓	
Cllr Hunter		✓	
Cllr O'Neill			✓
Cllr Phillips	✓		
Cllr Jutsum		✓	

ALSO PRESENT: Parish Clerk/RFO – Marcia Phillibert

155/23 APPROVE APOLOGIES FOR ABSENCE.

Apologies received from Councillors Slawson, Hunter and Jutsum

RESOLVED: That the apologies received from Councillors Slawson, Hunter and Jutsum are accepted.

156/23 DECLARATIONS OF DISCLOSABLE PECUNIARY AND NON-PECUNIARY INTERESTS

No interests declared.

157/23 DISPENSATIONS FOR DISCLOSABLE PECUNIARY INTERESTS

No dispensations received.

158/23 PUBLIC PARTICIPATION

No members of the public present

159/23 COUNTY AND BOROUGH COUNCIL REPRESENTATIONS

No representation made or reports received.

160/23 CLERKS REPORT AND UPDATES.

The Clerk Report was noted. The Clerk provided summary of training received regarding new employment legislation.

161/23 CHAIRS UPDATE

- Chased Councillor Park regarding meeting with the school, no response received to date.
- Christmas meal will be planned for February.

162/23 APPROVE MINUTES AND RECOMMENDATIONS OF THE PARISH COUNCIL MEETING HELD ON 18 DECEMBER 2023

RESOLVED: That the Minutes of the meeting held on the 18 December 2023 are approved as an accurate record.

163/23 APPROVE THE INCOME AND EXPENDITURE, PAYMENTS REPORTS AS OF 31 DECEMBER 2023

The Clerk highlighted duplicate payments to HALC an error by the bank. Following complaint to the bank, they will make an award payment to the account.

RESOLVED: That the Income and Expenditure, Payments Reports, as of 31 December 2023 is approved

164/23 REVIEW, NOTE AND ACTION THE INTERNAL AUDITORS REPORT.

The internal auditors report was noted and an error identified in that the word rod should read plot - A new price structure has been approved to increase the price per rod to £60 from the 01 October 2023.

RESOLVED: That the recommendations in the internal auditors report are actioned.

Recommendations

Payment of Invoices

- Each invoice should be marked to show it has been "checked and agreed" as per Financial Regulations 5.3 before payment is made to the bank.

Reserves

- Earmarked Reserves should be reviewed as part of budget setting for 2024/2025 and that action should be taken to decide what level of General and Earmarked Reserves are reviewed as part of the future planning for projects in the future.
- The Council to review its investment and Reserves strategy so that it can set a benchmark amount to be put aside each year for replacement of items.

165/23 REVIEW AND APPROVE FINANCIAL REGULATIONS FOR YEAR 2024/25

RESOLVED: That the Financial Regulations for year 2024/25 is approved

166/23 REVIEW AND APPROVE FINANCIAL RISK ASSESSMENT FOR YEAR 2024/25

RESOLVED: That the Financial Risk Assessment for year 2024/25 is approved

167/23 REVIEW AND APPROVE FINANCIAL INTERNAL CONTROLS FOR YEAR 2024/25

RESOLVED: That the Financial Internal Controls for year 2024/25 is approved.

168/23 UPDATE REGARDING ST CATHERINES ROAD ALLOTMENTS

The Clerk provided an update regarding the allotments

- There are only two plots outstanding which require clearing and halving following which a formal plan of the site will be created.
- Received the Health and Safety reports from EBC and have commenced communications with EDACA regarding a collaboration agreement. Minor works to be carried out.

Email: clerk@boyattwood-pc.gov.uk

Website: www.boyattwood-pc.gov.uk

- The Council thanked the Clerk for diligent work in setting up and improving the allotments.

169/23 UPDATE REGARDING COMMUNITY SURVEY

The Community survey is now closed, the link needs to be removed from website. There will be an online update to council on Tuesday 13 February 2024 at 7pm.

170/23 PLANNING APPLICATIONS RECEIVED FOLLOWING THE ISSUANCE OF THIS AGENDA THAT REQUIRE A RESPONSE PRIOR TO THE NEXT COUNCIL MEETING.

No applications received.

The meeting concluded at 2030 hours.

Date of next meeting will be February 20, 2024, commencing at 19:00 hours.

Chair:

Date: