

MINUTES
of the
BRADFORD & COOKBURY PARISH COUNCIL MEETING
Held on

Wednesday 19th April 2023 at 7.30pm.

Present: Cllrs: Mark Smale, Donna Bowman, Nick Langley,
Andrew Oke, Rebekah Allan, David Higgins, Terri Higgins.

Also present: Parish Clerk/RFO: Lindsay Dearing.

AGENDA

- 1) **a) Elect a chairperson for this meeting.** Cllr. Smale took the chair.
b) Receive any apologies of absence: Ann Richmond, Elizabeth Chandler.
 - 2) **Declarations of Interest and dispensations.**
 - a) **To receive declarations of interest from councillors on items on the agenda.**
None.
 - b) **To receive written requests for dispensations for disclosable pecuniary interests (if any).** None.
 - c) **To grant any dispensations as appropriate.** None
 - 3) **It was resolved that the draft minutes of the meeting of the Council held on the 22 March 2023 (circulated to members) be accepted as a correct record, and were signed by the Chairman.**
 - 4) **Items for discussion:**
 - a) **Parishioner Defibrillator/First Aid training event 5 April, report.**
Cllr. Smale reported that 16 parishioners attended. Some councillors commented that the training was a little disorganised and could do with improvement. A donation of £100 to the Royal Life Saving Society was confirmed and signed by the Chairman. Cllr. Smale had noticed that one ready kit was missing from the Hall Defib. It was agreed to buy a replacement and a spare. *Clerk to action.*
 - b) **King's Coronation: parish events.**
An earlier grant of £200 was confirmed and a further £200 will be made available for food and incidentals purchase. Proposed: Cllr. Allan; Seconded Cllr. Bowman. Vote: Unanimous. The transfer authorities were signed by the Chairman.
 - c) **Whiteleigh Meadow SSSI : Meeting with Natural England.**
As NE had not contacted the council with a provisional date this will be held over.
 - d) **Clerk's retirement on 30 September 2023.** During the next 5 months a replacement will be sought with the position advertised after the Election.
 - 5) **FINANCE**
 - a) **2022/23 End of Year Accounts for review and approval.**
That the accounts be accepted as a true and accurate record; Proposed; Cllr. Oke
Seconded; Cllr. D. Higgins. Vote: Unanimous.
- Audit 2022/23: Annual Governance and Accountability Return (AGAR)**
- b) **Resolution on declaration as an exempt authority as defined in the Local Audit (Smaller Authorities) Regulations 2015 was agreed and a Certificate of Exemption was signed by the Chairman and the Clerk.**
 - c) **Internal Audit report** was reviewed and accepted.
 - d) **Annual Governance Statement 2022/23**, was agreed, and signed by the Chairman and the Clerk.
 - e) **Bank Reconciliation to 31/3/2023** was agreed, and signed by the Chairman.
 - f) **Accounting Statements 2022/23** were approved, and signed by the Chairman.
 - g) **Notice of public rights commencement dates:** 5 June to 14 July 2023

Other Finance:

h) Confirmation of earlier payments by BACS & Clerk's Election expenses
were agreed and signed by the Chairman.

i) Insurance renewal 2023/24 : £421.10 was confirmed and signed by the Chairman.

j) DALC 2023/24 membership renewal : £157.08 was confirmed and signed by the Chairman.

6) CORRESPONDENCE : Any correspondence received since agenda produced.
None.

Councillors asked about the landing site at Holemoor as sheep were reported on it.
Clerk to contact field owner. Cllr. Smale will be inspecting the 5 parish defibrillators
to check their condition.

Date of next meeting: 17 May 2023

Close of meeting: 9.00 pm

Signed **Date**