
**Minutes of the East Clandon Parish Council Meeting
held in the Village Hall on Wednesday 24th October 2012**

Present Sibylla Tindale (Chair), Ray Corstin, Al Mundy, Paul Richardson, Ian Peacock
In Attendance Mary Leech (parish clerk); 2 members of the public
Apologies Cllr Jenny Wicks, Cllr Keith Taylor, Cllr Jen Powell.

Item	Action
12/091 Disclosures of Pecuniary Interest None. In addition to the new Disclosures of Interest procedure for all Parish Councillors, Sibylla requested the continuation of the Declaration of Personal or Prejudicial Interests Register. Mary will add this to the agenda for the next Council meeting, in order that a decision can be made.	ML
12/092 Minutes of the meeting of 11th September 2012 The Minutes were signed by the Chairman as a correct record	
12/093 Matters arising, not dealt with below as separate agenda items a. <u>Item 12/086 Hilltop Farm</u> . Sibylla and Ray met with representatives from GBC to discuss the situation. The outcome of this meeting has been distributed to all councillors. GBC has stated that they look forward to a more positive relationship with East Clandon Parish Council in the future. b. <u>Item 12/087 Superfast Broadband</u> . Sibylla attended the meeting which detailed the results of the tendering process, but has received no follow-up information. Paul has ascertained that the contract falls under strict EU regulation which have a long time-scale. Sibylla will contact SCC to point out the fact that the National Garden Scheme with its HQ at Hatchlands is anxious to upgrade and expand its connections and therefore urgently needs access to full and fast broadband. c. <u>Item 12/088 Village Neighbourhood Plan – Localism Bill</u> . We have received no update. Mary will follow this up. d. <u>Item 12/090.b War Memorial</u> . It has been noticed that the steps up to the Memorial need repair. Mary will look in the files for any information about previous maintenance or repair work that might be now relevant, and pass this on to Paul. This will be discussed at the next meeting. e. <u>Item 12/090.c Horse droppings</u> . It has not been possible to ascertain why or how these were put in the ditch in Back Lane. They have now been removed/washed away by the recent rain.	ST ML ML/PR
12/094 Financial Matters a. <u>Financial Report detailed</u> (as at 30 September) <u>Current Account</u> £4745.26; <u>Business Reserve Account</u> £2616.75 b. <u>Completion of external audit</u> . Mary reported that this is now completed. Two points need	

to be noted:

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| | 1. <u>Fidelity Assurance</u> . The auditors have recommended ECPC to consider annually the situation concerning Fidelity Assurance, and to minute any decisions. | ML |
| | 2. <u>Audit for 2012-2013</u> . The auditors request confirmation of the date for the audit for the financial year 2012-2013. Mary has checked the proffered dates with our internal auditor Arthur Hunkin, and will confirm one of these dates with the external auditors. | ML |
| | c. <u>SITA Trust Funding for the re-painting of the tennis court surface</u> . Mary confirmed that she has paid the necessary Contributing Third Party contribution of £239.80. It is hoped that the work will be undertaken in early Spring. | |
| | d. <u>Annual Subscriptions</u> to Surrey Hills Society (£20) and CPRE (£29). These are due and it was agreed to contribute as suggested. | ML |
| | e. <u>Fixed Asset Register</u> . Mary has discussed with Arthur Hunkin the best way to maintain this Register. Upon his recommendation the council decided to maintain a simple Register in which (as far as can be possible) purchase information about each item is kept; and that following all purchases, these are written off in the year in which they were bought. This simplifies all accounting procedures, and will not affect any insurance plan. Mary will draft a new Register, and circulate it among the council for comments, corrections and additions. | ML/all
cllrs |
| | f. <u>Draft budget for 2013/14</u> . This was outlined by Mary. Further details were discussed and amendments will be made for the presentation of the finalised Budget at the next meeting (in November). | ML |
| 12/095 | Planning Matters
<i>New application: <u>The Old House 12/P/01673</u></i> . Following discussion about this Application, Mary will collate councillors' comments and send them in writing to GBC Planning Department. | ML |
| 12/096 | Dates of meetings 2013
For a trial period of one year, it was decided to hold all meetings on the second Wednesday of each month, with the exception of August and December (no meeting). Before confirming these dates, Mary will check with Bug Robertson for the availability of the hall. | ML |
| 12/097 | Risk Assessment Updates
Mary reminded councillors that some of these are now due. | Ray/Paul
/AI |
| 12/098 | Any Other Business
<u>Remembrance Sunday</u> . 11 th November. As usual, poppies will be taken round the village during the two weeks before; the Parish Council will lay a wreath at the war memorial. | |

In the absence of further business, the meeting closed at 9pm.

Mary Leech, Parish Clerk
30th October 2012