

At a meeting of Aston Botterell, Burwarton and Cleobury North Parish Council, held on Thursday, 18th May, 2017

Present Mrs.L.Atkinson, Mr.R.Jarvis, Mr.M.Steele

In Attendance Debbie Jones, Jenny Heath, M/s Alison Greenall, Mrs.Christy Tindall

Elections **Chairman** Mrs.Atkinson proposed by Mr.Jarvis and seconded by Mr.Steele

Vice-chairman Mr.Jarvis proposed by Mr.Steele and seconded by Mrs.Atkinson

Acceptance of office forms were signed by Councillors

Co-options Debbie Jones, Jenny Heath, M/s Alison Greenall and Mrs.Christy Tindall

After discussion and on a proposal by Mrs.Atkinson and seconded by Mr.Jarvis, the above were elected to the Parish Council.

Appointments Responsible Finance Officer The clerk
Internal Auditor Mr.P.A.Bradford

Minutes The Minutes of the previous meeting, having been circulated, were taken as read and signed as a correct record.

Matters arising There were no matters arising from the Minutes

Confirmation of competence of :

- a) Clerk
- b) Internal Auditor

Confirmation of
a) Standing Orders
b) Financial regulation.

All of the above were unanimously approved

Correspondence

All circulars, bulletins etc. had been forwarded to Councillors.

Highways B4364 at Stone Cottage

The Clerk explained that it was now intended to install new signs and better surfacing to the carriageway. The temporary traffic lights would remain in place in order to reduce the speed of traffic.

Planning There were no planning matters to discuss.

Finance

Finance Balance at bank on 31st March, 2017 current a/c £5658.79,
Deposit a/c £675.32

Cheques required - Clerk salary £346.64, HMRC 69.20, Lengthsman £500

Audit arrangements The clerk explained that the Annual Audit would take place in early July. All accounts and the Return would need to be approved by the Internal Auditor before being presented to the Council for signature.

Date of next meeting The next Parish Council meeting would be held on Thursday 6th July, 2017