**MINUTES OF THE MEETING OF DYRHAM AND HINTON PARISH COUNCIL**

**HELD ON THURSDAY 26th May 2022 AT DYRHAM AND HINTON VILLAGE HALL AT 7.30.PM**

Present: Councillors: Kerry Sawyer (KS) Chairman, Philip Boulton (PB), Andrew Banwell and the Clerk Rebecca Banwell

**Members of the Public**

1. **Apologies for absence**

Bruce Gawler

**2. Declaration of Interests under the Localism Bill 2011**

None

**3. Reports by any Councillors or Clerk on Meetings attended**

 None

**4. Confirm the minutes of the last meetings 31st March 2022**

KS proposed acceptance seconded by PB all who were there agreed and they were duly signed by the Chairman.

**5. Matters Arising from the Minutes – not an agenda item**

Solagen speed sign updated to collect data

 Corporate iPads agreed in principal. AB to price.

**6. Elect Chair and Vice Chair .**

 Kerry Sawyer – Chair . Bruce Gawler Vice Chair. PB proposed AB seconded

**7. Staffing Issues**

The old Clerk resigned 11/4/22. A new experienced clerk was due to start 10/4/22 but this did not happen . The current clerk is trying to make good of the mess left behind so a lot of extra work is needed to bring everything into order.

**8. Correspondence Received**

 E mail from a Parishioner complaining that the churchyard is very overgrown. The Clerk has written a letter advising

 That the PC does not have the authority as it is the responsibility of the PCC.

.**9. Planning Applications**

 **No objections**

P22/01840/PNFU Talbot Farm. Change of use from agricultural buildings to commercial use. Prior approval granted however PC did not see original application.

 **Objection by PC**

 **None**

**10. Accounts – payments since last meeting**

The payments were duly agreed before payment by 2 councillors.

**11. Bank Reconciliation and Income and Expenditure by Budget**

The Clerk distributed these before the meeting. They were duly agreed.

**12 The review of Financial Regulations, Code of Conduct and Complaints procedure**

1. Same as before. AB proposed PB seconded.

**13. Approval of Governance Statement 2021/2022**

Signed by KS and RB

**14. Approval of accounting Statement 2021/2022**

Confirm that:

* Appropriate books of accounts have been properly kept throughout the year.
* The Council’s financial regulations have been met.
* The Council assessed the risks of achieving its objectives.
* The annual precept requirement resulted from an adequate budgetary process regularly monitored and reserves were appropriate.
* Expected income was fully received and VAT appropriately accounted for.
* No petty cash was held during the year.
* The Clerks salary and allowances was paid in accordance with the council approvals.
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**15.** **Review of risk assessment schedule**

 Everything was deemed to be ok.

**16. Budgetary Controls**

It was agreed to put up Chairman’s allowance to £100 per year.

**17. Nomination of internal auditor.**

KS proposed to go with an Alca preferred auditor.

**18. Community Benefit Money**

 Andrew Hedges applied for a grant for the Boyd Valley Art Group. This was agreed. PB proposed. AB seconded.

**19.** **The Queen’s Platinum Jubilee Central Weekend 2022**

 Discussed that all is in place

**20. Unlawful diversion of right of Way-update**

None

**21. Enforcement Update**

There is an enforcement in place to return the land to pasture. BG has done a lot of work towards this and the Council give thanks for this.

**22. Ward Councillors Report**

None

**23. Items of Report for next meeting**

None.

**24. Date of Next Meetings**

 **July 28th 2022**

 **September 29th 2022**

 **November 24th 2022**