SYDENHAM DAMEREL PARISH COUNCIL

Minutes of the Annual Parish Council Meeting held on Thursday 20th June 2019 at 6.30pm in St Mary's Church, Sydenham Damerel.

Present: - Cllr N Jory (WDBC), Cllr B Isaacs, Cllr M Hurdwell, Cllr C Brittan

In Attendance: - M Forster Clerk

		Action
	Apologies for absence	
1	Apologies have been received on behalf of Cllr S Reddicliffe and Cllr J Pattison	
	Declarations of interest relating to matters on the Agenda	
2	Cllr Isaacs declared an interest in respect of items 6.iii & 7.vii	
	Members of the Public Open Forum - Questions	
3	No members of the public present.	
	Approval of Minutes of the previous Meeting	
4	Minutes of the previous meeting, held on 15 th May 2019, were accepted as a true and	
	accurate record and were duly signed by the Chair.	
	WDBC Update	
5	Cllr Jory noted that, since the May Election, approximately half of the Cllrs are new and	
	the Council has a good balance of Party representation. As Leader of the largest group	
	(Con) Cllr Jory has been elected as Leader of the Council. In recent times much of the	
	Council's workload has been related to restructuring and balancing the books. Going	
	forward it is hoped that the Council will be more outward looking with a strategy under	
	the headings of; Council/Community/Environment/Housing/Enterprise/Health &	
	Wellbeing.	
	Wellseling.	
	Matters arising from the minutes of the previous meeting	
6	i) Village Notice Board (Previous minute 6.iii refers)	
	The Clerk confirmed that this is "work in progress" with an assessment of the	
	refurbishment planned in July. An update will be given at the next meeting.	Clerk
	ii) PC Draft Budget 2019/20 (previous minute 6.v refers)	
	It was unanimously resolved that the draft budget be adopted. The Chair noted the	
	current reserve is a result of the long delay in recruiting a new Clerk.	
	iii) Accessibility requirements for Public Sector websites & apps (previous minute 7.ii	
	refers)	
	The Clerk confirmed that an estimate for the work required has been received	
	(£180+VAT) and that it can be completed in 6 weeks from date of order. The matter	
	could not be discussed further as Cllr Isaacs had declared an interest and the remaining	Clork
	members were not quorate. Carried forward to the next meeting.	Clerk
7	New Business	
	i) AGAR – Approval of Certificate of Exemption	
	The Certificate prepared by the Clerk was reviewed and unanimously approved for	
	signature by the Chair.	
	ii) AGAR – Approval of Annual Governance Statement 2018/19	
	The Form prepared by the Clerk was reviewed and unanimously approved for signature	
	by the Chair.	
	by the chair.	

	iii) AGAR – Approval of Accounting Statements 2018/19	
	The Form prepared by the Clerk was reviewed and unanimously approved for signature	
	by the Chair.	
	iv) Parish Councillor Vacancy	
	The Clerk has clarified the situation with WDBC Electoral Services and the PC can	
	continue business as usual with only six Cllrs whilst trying to find someone to fill the	
	vacant seat by co-option. This is not a Casual Vacancy so no formal advertising is	
	required.	
	v) Bank Mandate – signatories/address for correspondence	
	Following a short discussion, the Clerk was asked to clarify the situation with TSB and	
	arrange for the necessary changes to be made as soon as possible.	Clerk
	vi) Outcomes of Parish Annual Meeting	
	All confirmed that feedback from Parishioners was positive and the speakers well	
	received. With regard to Neighbourhood Watch, one Parishioner has taken an interest	
	in reviewing the Literature left with the Clerk after the meeting. It was agreed that	
	setting up such a Scheme would rely on the initiative of Parishioners and any action by	
	the PC could only be in response to any such initiative.	
	With regard to the funding and provision of Defibrillator(s), it was resolved that this	
	should be included as an Agenda point for discussion at the next meeting.	
	vii) Annual Website Hosting Renewal	
	It was determined that this matter cannot be addressed until the issue of Bank	
	Signatories is resolved. The Clerk will arrange payment as soon as possible thereafter.	Clerk
		Cierk
	viii) Use of St Marys as a Community Space	
	Cllr Hurdwell questioned whether the PC could do anything to promote the use of the	
	Church as a Community Space. After some discussion it was felt that such use would	
	rely on the initiative of Parishioners. A suitable Notice/Advert might be included on the	
	PC website if it were considered worthwhile.	
8	Planning Applications	
	The Clerk confirmed that there have been no planning applications received since the	
	last meeting.	
9	Correspondence	
	Cllr Isaacs advised that he had been contacted by a Parishioner regarding parking usage	
	at the former Methodist Church. After some investigation it has been ascertained that	
	this is not within the purview of the PC and is a private matter for the Parishioner	
	concerned.	
10	Income & Expenditure	
	The Clerk confirmed that there has been no income or expenditure since the last	
	meeting.	
	Dates of next Meeting	
11	The next meeting will be held on Thursday 19 th September 2019. The Clerk will post	
	meeting dates for the rest of the 2019/20 year on the PC Website	

The Chairman closed the meeting at 8.10pm

Accepted as a correct record	Date
Signed	<u>Chairman</u>