

**NYTHE, ELDENE & LIDEN**  
**PARISH COUNCIL**

**COUNCIL MEETING**

Minutes of the meeting held on 19 June 2017 at 6.30pm  
in Nythe Community Centre

**Present** Cllr D Bell (Vice-Chair)  
Cllr B Cockbill  
Cllr G Cruse  
Cllr Z Hawson  
Cllr A Hunt  
Cllr B Solomon  
Cllr G Stubbs

**Officers** Joyce Holman (Parish Clerk)

Cllr D Bell (Vice-Chair) in the Chair.

**Public** Two

**Public Session** Mrs S Vowles, chair of Nythe Community Centre asked about the future of the whole campus at Nythe Community Centre. The Vice-Chair explained that the Parish Council wanted to bring together all interested parties to work on a plan for the site. Mrs Fowles expressed her concerns about the fabric of the current community centre building and the maintenance costs.

A member of the public asked about the future of local libraries and in particular Liden Library. The Clerk explained that a Trust had put in a bid to run both Covingham and Liden Libraries and had been successful. Cllr Heenan should be able to provide more information in due course.

**29** **Apologies**  
Cllr O Ibitoye  
Cllr K Parry

**30** **Declaration of Interest & Applications for Dispensation**  
None

**31** **Minutes of the Previous Meeting**

**RESOLVED** that the minutes of the Annual Parish Council Meeting on 15 May 2017 be approved as a correct record.

**32** **Review of Standing Orders (Min.12 – 15.05.17)**  
Cllr Cockbill stated that he had become aware that he did not have a complete copy of Standing Orders. He asked for the item to be deferred and the Clerk would send him another copy of Standing Orders.

(Cllr Cruse arrived at the meeting during this item)

**33 Year End Accounts 2016/17 – Internal Auditor Report**

The Clerk submitted the report of the Internal Auditor a copy of which appears as Appendix A in the Minute Book. The Clerk confirmed that VAT would be reclaimed every quarter in the future.

**RESOLVED** that the Report of the Internal Auditor was noted.

**34 Year End Accounts 2016/17 – Annual Governance Statement**

The Clerk submitted a copy of the Annual Return – Annual Governance Statement a copy of which appears as Appendix B in the Minute Book.

**RESOLVED** that the Annual Return – Annual Governance Statement for 2016/17 be approved.

**35 Year End Accounts 2016/17 – Accounting Statement**

The Clerk submitted a copy of the Annual Return – Accounting Statement a copy of which appears as Appendix C in the Minute Book.

**RESOLVED** that the Annual Return – Accounting Statement for 2016/17 be approved.

**36 Accounts 2017/18**

The Clerk explained that the accounts for 2016/17 were prepared on a Payment and Receipts basis and that with the increase in financial activity this needed to be changed to an Income and Expenditure basis that included accruals.

**RESOLVED** the preparation of the accounts for 2017/18 be changed from Payment and Receipts to Income and Expenditure.

**37 Schedule of Payments**

The Clerk submitted the Schedule of Payments for June 2017 a copy of which appears as Appendix D in the Minute Book.

There was some discussion about the invoices for the grounds maintenance work and the standard of work and difficulties that were being encountered by the contractor. It was agreed that the future of assets and the services should be items on the agenda of the next meeting.

**RESOLVED** that the Schedule of Payments which appears as Appendix D in the Minute Book be approved.

**38 Bank Reconciliations and Accounts**

The Clerk submitted Bank Reconciliations and Accounts for April and May 2017 a copy of which appears as Appendix E in the Minute Book.

The Bank Reconciliation and the Accounts for April and May 2017 were noted.

**39 Funds for 2017/18**

The Clerk submitted a report a copy of which appears as Appendix F in the Minute Book.

The report set out the amount held by the Parish Council and suggested amount to be placed in Earmarked funds. Cllr Cruse asked whether, if set aside, the funds could be used by for another reason if required. The Clerk confirmed that this was the case as the funds were only earmarked and not ring-fenced.

**RESOLVED** that earmarked funds set out in paragraph 2.3 of Appendix F be approved.

**40**      **Investment**

The Clerk submitted a report a copy of which appears as Appendix G in the Minute Book.

The report set out the funds held by the Parish Council and suggested that surplus funds were place in a higher interest account. Councillors asked the Clerk to obtain details of higher rate accounts from Lloyds Bank, Co-op Bank and Nationwide Building Society.

**RESOLVED** that an investment of £35K to a higher rate account be approved and the decision on which Bank or Building Society be delegated to the Chair and Vice-Chair.

The meeting closed at 7.19 pm

Signed.....  
Date.....  
Chair of the Council