**SALT & ENSON PARISH COUNCIL**

**Annual Meeting Held Wednesday 19th May 2021 at Salt Village Hall at 7.00pm**

**Minutes**

Public Open Forum – One member of the public attended and left after item 4.

The member of the public expressed concern at the condition of the road along Salt Bank and Salt Lane. Referring, in particular the potholes, damaged road edges and the flooding prevalent in those areas because of blocked gulleys.

1. **To Elect a Chair and Vice Chair and accept their signed declaration of office forms**

Cllr B Clancy was proposed as Chair by Cllr R Walls, seconded Cllr J Scott – all in favour
Cllr R Walls was proposed as Vice Chair by Cllr B Clancy, seconded Cllr C Beardsmore – all in favour

1. **Attendees and Apologies**

Attendees: Chair - Barbara Clancy,

Councillors R Walls, J Starr, I Wimshurst, C Beardmore, JD Scott

Clerk DW Croxford

The meeting was quorate

Apologies – None received

1. **Declarations of Disclosable Pecuniary Interests relating to items on the agenda**

None declared

1. **Election of Other Officers**

Councillor B Clancy will be the Council’s representative on the Salt Village Hall Management Committee

1. **Minutes of the meeting held on 3rd March 2021**

This was agreed as a true and correct record by all present.

**6. Matters arising from those minutes**

None

**7. To discuss planning applications received as below**

* None received

**8. To receive Financial Statement and Clerks report**

* + 1. To approve financial payments, receipts and transfers.

Approved to be paid.

* Staffs Parish Council Assoc – Annual Sub £106 / Annual NALC Affiliation Sub £23 = £129
* Black Rose Solutions – Annual Audit Fee £90 + VAT £18 = £108
* Zurich Insurance – Annual Insurance Premium £403.08

These were approved by all present.

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* + 1. To receive and approve the financial statement and bank reconciliation.

The clerk had circulated the financial statement and bank reconciliation reports and both were approved by all present.

* + 1. To receive and note the **Internal Audit Report** – This had been circulated prior to the meeting and was approved by all present.
		2. To agree the **Annual Governance Statement** - This had been circulated prior to the meeting and was approved by all present.
		3. To agree the **Annual Accounting Statements for 2020-2021** - This had been circulated prior to the meeting and was approved by all present.
		4. To approve the **Certificate of Exemption** from limited assurance review by Mazars and certify as exempt - This had been circulated prior to the meeting and was approved by all present.
		5. To Confirm the Appointment of Internal Auditor for 2021-22 – This was confirmed by all present as Black Rose Solutions Ltd
		6. To Confirm permanent employment of Clerk following probationary period – the Clerk was confirmed as permanently employed by all present.

**9. To approve Standing Orders, Financial Regulations, Risk Assessment, Data Protection Policy and Asset Register**

These had been circulated prior to the meeting with no amendments from the previous year, except for the asset register updated with the addition of the second Speed Indicator device. RESOLVED to be approved for 2021-2022.

**10. Ownership of the old railway track from Station House to the Old Bridge / the building of permanent structures in the woods along Brick Kiln Lane**

Clerk to continue to establish ownership of the land comprising the old railway track to ascertain who should maintain the trees along it.

Clerk has advised theSBC Planning Enforcement Officer of concerns re structures on Brick Kiln Lane and sought confirmation that a Waste Transfer Licence is held by the operatives of the site. No response has been received from SBC and Clerk to refer matter again via Stafford Borough Councillor Frances Beatty.

 **11. To discuss Highways issues and note any requiring reporting**

Noting the poor condition of the road along Salt Bank and Salt Lane. in particular the potholes, damaged road edges and the flooding prevalent in those areas because of blocked gulley’s, Clerk is to enquire of SBC Highways the procedure to possibly fund such repairs from Parish funds.

 **12. To review correspondence received**

Received from Trent Grounds Maintenance the village green and Casey bench Mowing and Strimming Schedule for 2021.

Price unchanged from 2020. Approved by all present.

Correspondence received from Parishioner re the future of The Holly Bush Inn, Salt.

Asking if the Parish Council will consider nominating The Holly Bush Inn as an Asset of Community Value and would the Parish Council consider conducting a survey to establish the level of support for community ownership of The Holly Bush Inn? After discussion Clerk to draft a reply for approval by the Parish Council.

**13. To inform attendees of dates of future meetings**

To note dates of future meetings as follows: Wednesdays at 7.30pm in Salt Village Hall May 7th Jul/ 1st Sep / 3rd Nov

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**17. Meeting closed at 20.00 hrs**

Signed .......................................... .........................................

Chair.............................................. Clerk..................................

Date...................................

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