

- 1. Election of Officers:** The following were unanimously elected:
 - (a) Chair – Mr Manning
 - (b) Vice-Chair - Mr Brown
 - (c) Defibrillator inspection councillor - Mr Brown
 - (d) Accounts scrutineer – Councillor S Hill
 - (e) Parish Council Representatives on other village organisations:
 - (f) Safer Neighbourhood Group – Councillor S HillThe clerk will ask for Mr S Hill to be added to the SNG mailing list
- 2. Apologies for absence:** There were no absences.
- 3. Declarations of interest:** The chair and Mr Brown declared an interest as member of the sports field committee in items 13 a (Property matters – Sports field). The chair declared an interest as member of the sports field committee in items 17 a (Village environment – Village hall refurbishment project)
There were no other declarations of interest, direct or indirect, in any items of business on the agenda.
- 4. Dispensations:** None required.
- 5. 10 Minutes public speaking:** No public present.
- 6. Minutes of the parish council meeting held on 28 March 2017:** The minutes of the meeting held on 28 March 2017 were agreed as a true record and signed by the chair.
- 7. Matters arising: LMPC/38/17 - Defibrillator update** – The chair reported that the battery had been replaced with the spare following an inspection. The clerk will order a new spare.
The clerk will also issue a standing invitation to the new county councillor, Mr M Pringle.
There were no other matters arising.
- 8. Reports from district and county councillors:** Mrs Michael had nothing to report in addition to the matters she had reported to the preceding annual parish meeting.
- 9. Reports from councillors:** Concerns were reported regarding:
 1. A car parked on the pavement which is blocking the footway. Mr J Hill will raise the concerns with the owner the property outside which the car is parked.
 2. Overgrowth encroaching onto the Main Street pavement which is making it difficult for pedestrians to use that stretch of the footpath. The clerk will write to the landowner.
There was also discussion of the position of the new village signs. However, councillors recognised Highways' requirements.
- 10. 2017 - 18 meeting dates:** Councillors approved the following:
Tuesday 25 July 2017
Tuesday 26 September 2017
Tuesday 21 November 2017
with a one off single issue meeting on Tuesday 20 June 2017 to approve the Annual Return statements, the internal auditor's report not yet being available.
All meetings to start at 7.30 pm. The July meeting to be at Moorhouse Church. All other meetings to be held at Laxton Visitor Centre.
- 11. NALC long service award for former clerk:** Councillors will pass the NALC long service award to the former clerk. The clerk apologised for the delay in passing the award to the councillors which had been due to an administrative error on her part.
- 12. Financial Matters:**
 - a. To agree the 2016/2017 annual accounts, including financial position as at 31 March 2017 and schedule of fixed assets as at 31 March 2017:** Councillors noted the 2016/2017 accounts. They reviewed the schedule of fixed assets to ensure that it was comprehensive and made a number of amendments increasing the total fixed asset value from £10,000 to £29740.

The clerk referred councillors to the no responses in Section 1 (Annual Governance Statement) of the Audit Commission Annual Return. She explained that these were necessary because there was no record of the requisite financial systems and measures prior to 1 September 2017. She read her explanatory statement to the external auditor and advised that the internal auditor would almost certainly have the same reservations.

Councillors discussed the position and agreed that they had no alternative but to complete section 1 in accordance with the clerk's guidance.

- b. Financial position as at 30 April 2017:** Councillors considered and noted the clerk's report showing the precise financial position at 30 April 2017 (incorporating the 2017-18 budget figures).
- c. Accounts for payment:** The council unanimously **approved** eight payments totalling £4663.84.
- d. Approve appointment of Mr N Butler as internal auditor:** Approved.
- e. Review system of internal control and internal audit system effectiveness:** Councillors discussed the operation of the system of internal control and **agreed** that it was adequate and operating effectively. Councillors also reviewed the effectiveness of the internal audit system and **agreed** that, taking account of the straightforward nature of the council's transactions, it should operate effectively on an annual basis unless there were transactions which were out of the ordinary.
- f. Risk assessment 2017-18:** Councillors considered and **approved** the draft revised risk assessment for 2017-18 circulated by the clerk. Mr M Hennell will check the condition of the benches bi-monthly.

13. Property matters including:

- a. Sports field:** Councillors noted Mr S Hill's report that the cricket team was no longer viable and was being discontinued. Councillors noted the suggestion that the funds held by the cricket team be transferred to the parish council to be applied for the benefit of a future team should there be the interest.
- b. Glebe field rent review:** Next review due April 2019.

14. Parish council website – Transition arrangements and update: Mr Brown will liaise with the website designer.

15. Planning matters:

- a. Applications:** None
- b. To note planning decisions by NSDC: 17/00305/LBC | MINOR INTERNAL ALTERATIONS TO CONVERT THE FIRST FLOOR OF A DETACHED COACH HOUSE IN TO A HOME OFFICE WITH TOILET FACILITIES. | The Old Vicarage High Street Laxton Newark On Trent Nottinghamshire NG22 0NX – Approval noted.**
- c. Compliance:** Noted that matter raised at meeting on 28 March 2017 has been allocated reference 17/00059/ENF.

16. Village development including approach to the Crown regarding future plans: The clerk will press the Crown for its response.

17. Village environment and appearance, including:

- a. Village Hall refurbishment project:** The chair will seek an update.
- b. New village signs, Laxton and Moorhouse:** The signs have been installed.
- c. Adoption of telephone kiosk:** Councillors noted that the kiosk is a listed building. In these circumstances, they **agreed** that it should remain BT's property.
- d. Autumn 2017 bulb planting and funding:** Councillors **agreed** to support the planting proposal and to make a small contribution.

18. Dog bin - Location: After discussion , agreed that it should be installed on the grass to the right of the village hall.

19. Service faults: None.

20. Correspondence: All items of correspondence noted.

21. 10 Minutes public speaking time: No public present

22. Agenda items for next meeting:

Village hall grant

Responsibility for field water supply
23.Date of next meeting: 25 July 2017 at Moorhouse Church

The meeting closed at 9.10 pm.