

Minutes of the Annual Meeting of the Bruisyard Council held on Monday 11 May 2015 at 7.30pm in the Bruisyard Village Hall

Present: John Marten, Peter Robinson, John McKee, Thelma Barham, Stephen Stow, Anne Smith, The Clerk

Absent: James Ingmire

- 1. Election of Chairman and Vice-Chairman:** It was proposed by Peter Robinson that John Marten carries on as the Chairman of the Council. John McKee seconded this proposal. John Marten proposed that Peter Robinson carries on as the Vice-Chairman and Anne Smith seconded the proposal. All voted in favour. Declaration of Acceptance of the Office was signed and witnessed.
- 2. Public participation:** None
- 3. Apologies for absence:** None.
- 4. Minutes of the last meeting:** The minutes of the last meeting have been circulated and read. The council has agreed to accept minutes for the meeting held on 9 March 2015 as a true record.
- 5. Matter arising:** Grass cutting is going well. Church Lane will be resurfaced this year.
- 6. Allocating members to serve on subcommittees:** Village Hall committee – all the same members opted to stay on the committee. Stephen Stow will give some consideration to joining the Village Hall committee. We are still looking for a history recorder to record the history of the village and also to record events that take place in the village. If anybody knows anyone who is interested please let the Chairman know. John Marten is the Neighbourhood Watch committee.
- 7. Election of non Councillor Members to the Village Hall subcommittee:** Paul Church, Barry Sinclair, Margaret Sinclair, Teresa McKee and Chris Smith will continue to serve on the Village Hall subcommittee.
- 8. Report from the Village Hall Committee:** report was read out at the earlier Meeting of the Parish.
- 9. Financial Matters:**

John Marten proposed that financial transactions a) to c) were all in order and Peter Robinson seconded this proposal.

 - a) to pay John Marten £50.00 for grass cutting

- b) to pay E-on £83.72
- c) to pay Teresa McKee £30.00 for cleaning

d) **Approval of accounts and annual governance statement:**

The Clerk had circulated the accounts for 2013-2014 financial year prior to the meeting. Anne Smith proposed that the accounts be approved and Stephen Stow seconded the proposal and all agreed. The Clerk and Chairman signed and dated the accounts for the Parish Council and the Village Hall together with the bank reconciliation and supporting statement. The internal review check list and financial risk assessment form was reviewed at the last meeting. Richard Pawle who used to do internal audit for the Council has resigned. The Clerk reported that SALC can do internal auditing for a fee. Anne Smith proposed that we use SALC as an internal auditor and Stephen Stow seconded this proposal.

- 10. **Play area:** funding application have been submitted to Awards for All and Suffolk Coastal District Council. As soon as the funding is granted and received we will go ahead with the build of the play ground.
- 11. **Risk assessment report and review of insurance:** has been completed by the Chairman and the Clerk in May 2014.
- 12. **Review of Standing orders and financial regulations:** Carry on as we are.
- 13. **Dates of 2014-2015 meetings**
 - Monday 14 July at 7.30pm
 - Monday 8 September at 7.30pm
 - Monday 10 November at 7.30pm
 - Monday 12 January 2015 at 7.30pm
 - Monday 9 March 2015 at 7.30pm
 - Monday 11 May 2015: 7.00pm Annual Meeting of the Parish; 7.30pm Annual Meeting of the Council
- 14. **Any other business**
 - Hedge by Bruisyard Hall has been planted.

Bruisyard Hall will put a list of when fireworks are scheduled at the Hall on the notice boards in the village to make people aware.

Traffic through the village is still very fast. Put a notice in the village newsletter asking people to slow down and drive carefully.

There being no further business The Chairman thanked all those present for coming and the meeting closed at 20.40.