

**Minutes of the BRUISYARD PARISH COUNCIL MEETING held on Tuesday 6<sup>th</sup> July 2004, at 8.30pm in the Vestry, St Peter's Church, Bruisyard.**

**Present:** The Clerk, Mrs Eleanor Berwick (Chair), Mr Peter Robinson, Mr Jeremy Holland-Howes, Mr Oliver Hitchcock, Mrs Jan Donegan and Mrs Shirley Smith.

AGENDA.

**1) Apologies for absence:-** Mrs Margaret West and District Councillor Colin Hart sent their apologies.

**2) Minutes of the last meetings:-** It was agreed to defer this item to the next meeting.

**3) Matters arising:-** It was agreed to defer this item to the next meeting.

**4) Financial Matters:- a)** The financial report for 2003/2004 had already been circulated and studied. The Clerk pointed out that the value of the items listed in the supporting statement had been increased to the replacement and insurance values. Mrs Shirley Smith proposed that the financial report be accepted and Mr Oliver Hitchcock seconded this proposal. All were in favour.

The internal auditor, Mr Richard Pawle has examined and approved the accounts. The responsible financial officer, the Clerk and the Chairman duly signed and dated the statement of accounts on the Annual Return

The Chairman went through the Statement of Assurance with the members of the Council. All items were agreed and Mr Peter Robinson signed the Annual Return on behalf of the Council. The Chairman and the Clerk signed and dated the Statement of Assurance.

**b)** CDC Blowers Contracting have cut the grass in the Parish Park 3 times to 1<sup>st</sup> June 2004. The Clerk has issued a cheque to CDC Blowers Contracting for £105.75 on 11<sup>th</sup> June to cover this work. Mrs Shirley Smith proposed that this was in order and Mr Peter Robinson seconded this proposal. All were in favour.

**c)** The Clerk has issued a cheque for £470 to Art Founders Ltd on 11<sup>th</sup> June as a deposit for the casting of the village sign. Mr Jeremy Holland-Howes proposed that this was in order and Mr Oliver Hitchcock seconded this proposal. All were in favour.

Mrs Jan Donegan proposed that the Clerk could pay the balance of £470 for the village sign plus the estimated cost of £50 for having an acid etched primer coat put on the sign. Mr Peter Robinson seconded this proposal and all were in favour.

**5) Date of the Next Meeting:-** This was fixed for 27<sup>th</sup> July 2004.

**6) Any Other Business:-** The Chairman, Mrs Eleanor Berwick, informed the members that she had decided to stand down as Chairman for personal reasons but wished to stay on as a member of the Council.

Mrs Eleanor Berwick proposed that Mr Peter Robinson be elected Chairman of Bruisyard Parish Council. Mr Jeremy Holland-Howes seconded this proposal and all were in favour. Mr Peter Robinson took the Chair. He thanked Mrs Eleanor Berwick, on behalf of all the other members, for her hard work as Chairman over the last 8 years.

There being no other business the Chairman thanked the PCC for the use of the vestry and closed the meeting at 9:30 pm.