**Minutes of the Parish Council Meeting held on Tuesday 6th June 2023 at 7pm in Millington Village Hall.**

Present: Cllrs Cawood, Smith, Willoughby and Swanborough. One member of the public and two Ward Cllrs were also in attendance.

**PARISH COUNCIL MEETING**

**OPEN FORUM**

Ward Cllr Cary introduced himself as one of the new Ward Cllrs.

**Meeting started at 19:06**

It was agreed to move agenda item 2023.69 here to be able to deal with the Co-option of a new Cllr. This is the co-option within the 35 days after election rule.

2023.69 MATTERS ARISING (topics not covered elsewhere on the agenda)

Harriet Morgan had sent a letter of interest to become a Cllr, and this was handed to all members.

Harriet was asked to leave the room whilst her application was discussed.

Cllr Cawood proposed to co-opt her, Cllr Swanborough seconded this, and all agreed.

The clerk invited Harriet back into the meeting where she was passed her declaration of acceptance form to sign. The clerk counter-signed the form. ACTION: Clerk to send this to ERYC and forward Cllr Morgan a register of interest form to complete and return. ACTION: Clerk to remind all Cllrs to bring their outstanding forms to the meeting in July.

Overgrown tree boughs

It was reported that these had been cut back. Action closed.

Allotment inspection

Cllr Smith confirmed that this had been carried out and all allotments were in a good condition. Action closed.

Email to Village Hall

The clerk had received an amended draft on 6th June and asked Cllrs to confirm who the email should be sent to. It was agreed that the response should be forwarded to the Chair of the Village Hall Committee. ACTION: Clerk to send the email.

Surface water and drainage issue outside Spring house

Cllr Cawood has spoken to Ward Cllr Hammond and the resident regarding this matter. Two officers from ERYC have attended the site to assess what resolution can be found. The resident and Ward Cllr Hammond are now liaising with each other so there is no further action required from the PC.

Art installation

Cllr Cawood has emailed Ward Cllr Hammond and is waiting for a response as to who is responsible for this and what action can be taken.

2023.65 WELCOME AND APOLOGIES

Cllr Cawood welcomed all members and the newly co-opted member, Cllr Morgan. The clerk had received apologies from Cllr Burley and Tait.

2023.66 DECLARATION OF PECUNIARY AND NON-PECUNIARY INTEREST– None.

2023.67 MINUTES OF THE MEETING HELD IN MAY

It was agreed that that these were a true and accurate record and were signed by Cllr Cawood.

The clerk had received an amendment to the April APM minutes from a resident as follows:

*Minute item 2023.33*

*Please note correction: The Wilkinson Trust owns the Poor Close, from which an income has to be made. This income is gifted, when appropriate, to individuals within the Parish .*

*I am not aware of a request for funding for tree planting at Swineridge, but clearly it would not be covered by the terms of the trust.*

*A suggestion of planting up the Poor Close was mentioned but as land would then not produce an income, only costs, it was not viable.*

All members agreed to this correction and that it should be recorded in the meeting.

2023.68 WARD COUNCILLOR REPORT

Ward Cllr West introduced himself to the PC.

He informed the PC that the bridge at Bubwith will be closed for 20 weeks from the start of July.

2023.70 ACCOUNTS

The clerk had sent the accounts reconciliation, schedule of payments, bank statements and invoices, prior to the meeting. All payments except for the insurance had been made prior to the meeting.

Alison Tait – Repayment for coronation expenses - £129.76

Samantha O’Connor – Clerk salary (May)

Samantha O’Connor – Clerk expenses - £5.63 (May)

Gallagher – insurance - £409.07

Sharon Cawood – Repayment for coronation expenses - £88.07

Cllrs Smith and Willoughby reviewed and signed the invoices and schedule of payments.

Cllr Willoughby reviewed and signed the bank statement and accounts reconciliation.

2023.71 ASSET REGISTER ADDITIONS

It was agreed that the recently purchased water heater, bunting and cold drinks cooler should be placed on the asset register. ACTION: Clerk to make additions.

2023.72 CORRESPONDENCE AND COMMUNITY ISSUES

Cllr Swanborough asked if it could be mentioned to the Church that their opening times sign is no longer visible. ACTION: Cllr Willoughby to pass this information on.

Cllr Smith reported a pothole outside the village hall and mentioned some loose kerbstones. Cllr Cawood noted that kerbstones had been noted in the last walkabout and had since been repaired. ACTION: Clerk to report pothole and new loose kerbstones reported by Cllr Smith.

Cllr Swanborough reported a large pothole at the entrance to Millington Woods. ACTION: Clerk to report this.

Cllr Cawood noted that she had ordered some PC customised stationery for the thank you cards.

Cllr Cawood is collating all invoices for the coronation event to submit to the ERYC grants department. The PC received £485 from an ERYC grant and the total expenditure was a little over £500.

There are two mugs left over from the coronation. ACTION: Cllr Swanborough to ask Handmade by Swans if they would be able to make extra mugs if residents wanted to order one.

Cllr Cawood asked members to consider future events and the potential set up of an events committee. The PC currently solely organise and work all events and it would be helpful if volunteers could take this on. Cllr Morgan suggested that volunteers were sought each time there was an event rather than set up a delegated committee.

The bonfire event and Christmas event were discussed. A date of the 4th of November was set for the bonfire. ACTION: Put both events on the next agenda.

Cllr Swanborough reported the churned-up verges following the recent tractor rally. The clerk suggested that she would report this to ERYC to see what action could be taken. ACTION: Cllr Swanborough to send the clerk photos of the area.

2023.73 DATE OF NEXT MEETING

4th July at 7pm in the Village Hall. Cllr Swanborough gave her apologies for this meeting.

**Meeting closed at 20:15**

Signed as a true and accurate record of the minutes.