

Minutes of the Annual General Meeting of Wootton Parish Council held on Wednesday May 24th 2023 at 7.30pm in The Reading Room

Present (Parish Council): Tim Dalton, Dot Adams, John Burgess, Debbie Finnikin, Pat Fielding (Clerk).

1. Apologies for Absence: Angus Dalton

2. Election of Chairman

Tim Dalton was proposed by Dot Adams and seconded by John Burgess and Tim was elected unanimously.

3. Election of Vice-Chairman

In the absence of Angus, this item was postponed until the next meeting

4. Declaration of Acceptance of Office

These were completed by all the Parish Councillors present.

5. Register of Interests

These were completed by all the Parish Councillors present.

6. Minutes of the Last Meeting

These were proposed by Dot Adams, seconded by Debbie Finnikin, and were approved unanimously; they were signed by the Chairman and the Clerk.

7. Matters Arising

Recycling – crisp packets will go in the Reading Room bin, and a flyer to be circulated as to where other soft plastic can go.

Uttoxeter Quarry – Tim has spoken to Ellastone PC's chair, who said that the number of HGV vehicles has reduced.

Horse on footpath – Tim reported that it had proved extremely difficult to discuss the issue with Staffs CC without initiating a formal official complaint. Therefore it was preferable for the PC to avoid direct involvement but to pass details of the relevant website to Jeremy Kneller as he knew the details.

8. Annual Audit

The Annual Audit Report had already been completed and approved by the Internal Auditor. All the relevant papers had been circulated prior to the meeting.

a) The Annual Governance Statement.

b) Statement of Accounts, including the Statement of Variance and the Bank Reconciliation. Both these items were proposed for acceptance by Tim, seconded by John, were approved unanimously and were signed by the Chairman and the Clerk.

c) The Certificate of Exemption was also approved unanimously and was signed by the Chairman and the Clerk.

Action: Clerk to return Certificate of Exemption and pass rest of documents to John Burgess to be put on our website.

9. National Lottery Grant Fund

The application to fund the Coronation Street Party has been successful for the full amount of £1050. We need to keep records and receipts of all the expenditure.

10. Authorisation of Payments

Zurich Insurance 2023-2024 - £323.67 Cheque no. 000280

Paul Duffel -timber etc for work on Reading Room – £100 Cheque no. 000281

Tim Dalton – painting materials for work on Reading Room -£115.93 Cheque no. 000282

Dot Adams – Band for Coronation ‘Street Party’ – £300 Cheque no. 000283

Dot Adams – food for Coronation ‘Street Party’ – £144.54 Cheque no. 000284

Debbie Finnikin – food for Coronation ‘Street Party’ – £21.61 Cheque no. 000285

Wootton C C – hire of Pavilion for Coronation ‘Street Party’ £40 Cheque no 000286

These payments were approved unanimously, proposed by Tim Dalton and seconded by Dot Adams.

It was agreed that Tim should buy a bottle of Paul Duffel’s favourite wine to thank him for his labour at the Reading Room.

11. Reading Room Update

This has been transformed already by a lot of painting, and looks cleaner and brighter. Dot and Debbie are looking for blinds and lampshades, and then will source carpet, door mat and chairs. It is hoped that all will be done by June 8th when the next Pilates class will take place.

We are eligible for the Community Fund, which Philip Atkins has already said we should apply to. Tim and Pat will put an application together.

12. Highways

The Clerk said she had contacted Highways to ask for a Give Way sign at the bottom of Back Lane. Their response had been ‘Unable to Action’ with no explanation. She then contacted Philip Atkins to help, and he took the matter to a Divisional Highways Programme meeting. It was agreed that the sign would be installed, though it might take some time. Thanks had been conveyed to Philip.

13. AOB

The Clerk said she had received notice of a £150 credit from Corona Energy. This is a Non-Domestic Alternative Fuel Payment. ‘This is to provide support for customers who are not connected to the gas grid and use an alternative fuel to their premises.’

14. Date of Next Meeting - Wednesday September 6th 2023