

PLUMSTEAD PARISH COUNCIL

Minutes of the meeting of Plumstead Parish Council held on Monday 30 May 2022 at 6.30 pm at Carpenter's Cottage

Present: Nick Fulford (Chair), Brian Faulkner (Vice-Chair), David Logan, Pip Burden, & Harriet Rossi (Clerk)

1 The Chair welcomed everyone to the meeting. Apologies were received from Johnathan Pilbrow

2 Election of Chair & Vice-Chair and Co-option to the Parish Council

- Brian Faulkner signed the Co-option forms and acceptance of Vice-chair forms, witnessed by the Clerk
- Nick Fulford signed the acceptance of Chairman form also witnessed by the Clerk
- Relevant Co-option forms to be sent to NNDC (action: HR)

3 Declarations of interest

None.

4 Open Session for Members of the Public to speak

No members of the public were in attendance.

5 Annual Governance & Accountability Return 2020/21

Exemption from external audit – the certificate was approved and signed by Chairman and Clerk. This will be sent to the auditors by the Clerk (action:HR)

Internal Auditor's report – The Clerk conformed that Linda Fulford, the Internal Auditor, has completed and signed off the Internal Audit report section of the Annual Governance and Accountability Return. The Clerk will purchase a small gift of appreciation on behalf of the Parish Council

Annual Accounts: The Annual Accounts were approved and signed by the Chairman and Clerk. These will be posted on the website (action:HR)

Annual Governance Statement and Accountability Return – The Annual Governance Statement and Accounting Statements were approved and signed by Chairman and Clerk.

6 Clerk's Financial Report

This was circulated prior to the meeting and is published with these minutes.

Asset Register – The Asset Register was considered adequate and no changes were required.

Insurance – it was agreed to accept the insurance quote from Zurich of £309.76. This will be paid by bank transfer by the Clerk. It was also agreed that the insured value of the lawnmower ought to be increased to £1,200.00. This will be actioned by the Clerk (action:HR)

7

AOB

The guardian of the defibrillator made a request to the Clerk for the purchase of replacement pads. It was proposed by DL and seconded by NF that the guardian to be authorised to purchase new pads when necessary and recover this as an expenses claim from the Parish Council.

Meeting closed at 18:40 pm

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FINANCIAL REPORT FOR ANNUAL MEETING OF PLUMSTEAD PARISH COUNCIL TO BE HELD ON 10.5.21

Bank Statement carry forward as of 3.5.21	£7,622.70
Cash book carry forward as of 3.5.21	£7,622.70
Parish Council money (ie cash book balance minus ring-fenced income)	£3,473.96

Income received since closure of 2020/21 Accounts (ie 31.3.21)

30.4.21 £1,375.00 Precept ~ first instalment

Payments received since closure of 2020/21 Accounts (ie 31.3.21)

6.4.21	£500.00	FD	Restoration of village sign ~ labour
7.4.21	£55.50	FD	Restoration of village sign ~ painting metal frame
17.4.21	£61.94	JEMCO	Two signs for pond area

EXPENDITURE FROM RING FENCED INCOME SINCE CLOSURE OF ANNUAL ACCOUNTS (31.3.21)

DONATIONS FROM PLUMSTEAD EVENTS GROUP

Opening Balance 1.4.21: £108.13

Expenditure (ex-VAT) : None

Closing balance as at 3.5.21: £108.13

INCOME FROM OPEN GARDENS & SUMMER FAIR 2018

Opening Balance 1.4.21: £1,781.33

Expenditure (ex-VAT): £0.00

Closing balance as at 3.5.21: £1,781.33

INCOME FOLLOWING CESSATION OF PLUMSTED 2000 FUND

Opening Balance 1.4.21: £2,814.78

Expenditure (ex-VAT)

6.4.21	£500.00	FD	Restoration of village sign ~ labour
6.4.21	£55.50	FD	Restoration of village sign ~ painting metal frame

Closing balance as at 3.5.21: £2,259.28

Carolyn Price (Clerk): 3.5.21

