

## **BYGRAVE PARISH COUNCIL**

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**A meeting of Bygrave Parish Council Meeting was held in the Church of St. Margaret of Antioch on 21<sup>st</sup> May 2018 8.00pm.**

**Present:**

Cllr Phil Hills  
Cllr James Northern  
Cllr Claire Mortlock  
Cllr Jenny Oakley

District Councillor Janine Patterson &  
County Councillor Steve Jarvis

**1. Apologies for absence**

Cllr Tristen Brenner

**2. To elect a Chairman**

Phil Hills

**3. To receive the Chairman's Declaration of Acceptance of Office**

Received

**4. To elect a Vice-Chairman**

James Northern

**5. To receive Declaration of office from all Councillors**

Received

**6. To update the Register of interest book**

Updated

**7. To approve and sign the minutes of meeting of 13<sup>th</sup> March 2018**

Approved and signed

**8. Finance report and expenditure approval and signing off the accounts for tax year 2017/2018**

Accounts approved and signed by internal auditor and submitted to external auditor, exception on the level of audit for our turnover passed.

Annual PCC payment is all in house now with the exception of the meeting fees which will be paid once invoice received next

BHIB Insurance	£480.13
HAPTC Annual membership	£153.94
K Clark-float	£50
S Birmingham ( Internal Audit)	£100

**9. To approve Planning applications as notified by the District Council-**

Resubmitted planning application for a Tree Nursery in place of the previous Micro Brewery application – approved in principle subject to separate formal planning application and size of vehicle limited to transit van size.

**10. Works outside church**

These are on- going. Phil will obtain quotes for a new noticeboard, Janine will advise him if there are any grants available for this.

**11. Expansion update**

This is still with the inspectors

**12. Correspondence**

Gates as you come into the village are in need of replacement, quotes will be sought – Clerk to check with HAPTC as problematic to get three quotes each time for smaller jobs.

**13. Open forum for annual meeting**

Held

**14. To confirm date and time of next meeting**

A date will be advised late September 2018

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Signature .....dated .....