



# Minutes of Hillington Annual Parish Council Meeting held on the 23rd of May 2023

From 7.15pm following the Annual Parish Meeting at the Ffolkes Arms.

Parish Clerk: Caroline Boyden

Tel: 07368 861696 / e-mail: hillingtonpc@hotmail.com

**Present: Cllrs Graham Rogerson (GR) Jonathan Worsley (JW), Cllr Terry Kivlin (TK), Ben Wallace (BW), Cllr Mick Battersby (MB) and Caroline Boyden, Parish Clerk. 3 members of the public**

**Welcome to all from the Parish Clerk**

**1. Apologies – Cllr Hill**

**2. a. Election of Chairman:** Cllr Kivlin nominated and proposed Cllr Rogerson and this was seconded by Cllr Wallace with all in favour.

**b. Election of Vice Chairman:** Cllr Rogerson nominated and proposed Cllr Battersby and this was seconded by Cllr Wallace with all in favour.

**c.** Declarations of Acceptance of Office signed and witnessed by the clerk.

**d.** Election cost and Register of members' disclosable pecuniary interests completed and signed.

**3. Declarations of Interest – none**

**4. To sign as a correct record the minutes of the meetings held on the 24<sup>th</sup> of May 2022 and 28<sup>th</sup> March 2023.** Both minutes were proposed by GR, seconded BW and all in favour.

**5. To receive questions and comments from members of the public:**

The annual request for assistance with the grass cutting at the Church yard was raised and the sum of £1000 was confirmed and approved by all present. Invoice to be sent to the clerk.

**6. Annual Governance and Accountability Return:**

a. To approve the appointment of Clive Dodds as our internal auditor. Approved by all. Clive Dodds was thanked again for his support as internal auditor.

b. To review and approve the following documents:

a. Certificate of Exemption approved and signed by GR

b. Section 1 -Annual Governance Statement approved and signed by GR

c. Section 2 -Accounting Statements signed by GR

d. Review variance report and internal auditor report – approved by all

**7. Reaffirmation of eligibility for the General Power of Competence.**

The Parish Can continue to adopt the GPC with all of our councillors elected and the clerk having the CILCA qualification. Approved by all.

**8. No report from our County Councillor**

**9. No report from the Borough Councillor**

**10. Correspondence and Communications:**

Clerk confirmed that the new dog bin had been ordered and delivery expected asap.  
BW raised support for the Citizen Advice Bureau – next meeting  
BW raised concerns regarding the visibility when leaving the garage.

**11. PLANNING MATTERS:**

No new applications or decisions to report.

**12. FINANCE:**

- a. To approve the Financial Report to 30.4.23 – proposed by BW, seconded by JW and all in favour. Total £13,379.74
- b. To approve payments made in April and due in May (to date) as sent out by the clerk. Proposed MB, seconded by GR and all in favour.
- c. To approve the addition of Cllr Battersby to be an authoriser of bank payments – all in favour. Clerk to arrange.

**13. Matters for inclusion at the July Meeting:**

Grass verges cutting by Borough Council  
Donation to the Citizens Advice Bureau

Clerk to order 2 fixing brackets for the SAM unit

Meeting ended at 7.47 pm, and the Chairman thanked everyone for attending.

Next Parish Council Meeting will be on the 25<sup>th</sup> of July 2023 from 7.30pm at the Ffolkes Arms.