

The Orchards' and Margaret Marsh Parish Council (Group)
Meeting 13th May 2024

The minutes of the 173rd meeting held on Monday 13th May 2024 at 7.40pm following the Annual Parish Council Meeting.

These minutes do not constitute a true record until ratified at the next meeting of the Parish Council

Present: Cllr G Stokes, (Chairman), Cllr I Boid, Cllr C Christensen.

In attendance: 2 members of the public.

Apologies: County Cllr J Somper.

The Chairman welcomed the Councillors and two members of the public to the meeting. The Chairman invited the members of the public to ask any questions. There were none.

1. **Declarations of Interests:** There were none.
2. **Co-option of a Member for West Orchard:** No nomination papers were submitted for the two vacancies for West Orchard. Cllr I Boid volunteered to provide cover for the village until an application for Co-option is received. This was agreed by the other Councillors in attendance.
3. **Approval of the minutes of the meeting held on 20th February 2024:** Cllr G Stokes proposed “**that the minutes of the meeting held on 20th February 2024 should be approved as a correct record of that meeting**”. Cllr C Christensen seconded, and the vote was unanimous.
4. **Matters Arising:** There were no matters arising.
5. **To receive Dorset Council Report from County Cllr J Somper:** Cllr J Somper was unable to attend the meeting.
6. **Highways:** No report from Dorset Council Highways had been received. Cllr I Boid agreed to follow up the flooding issues at East Orchard with Dorset Highways. No further issues were reported.
7. **Footpaths:** No issues had been reported. The Chairman reminded the Councillors and members of the public of the portal on the Dorset Council website where footpath issues can be reported directly.
8. **Planning Matters:** No planning application notices had been received.
9. **Parish updates:**
 - East Orchard: No issues to report.
 - Margaret Marsh: The Chairman reported that Highways would be repairing the potholes in Church Lane within the next few days.
 - West Orchard: No issues to report.
10. **Finance:**
 - a. **Financial Regulations Compliance:**

Minutes for the meeting held on 13th May 2024 continued –

(i) Arrangements for the Internal Audit for the FY 2023-2024. The Chairman reported that the accounts had been audited by Mrs N Philips and the audit report will be published on the Parish Council website.

(ii) The items listed in Section 1 of the Annual Return to the External Auditor were considered individually by the Councillors, with the Chairman obtaining their consent prior to continuing compliance by answering yes in the appropriate boxes.

Cllr C Christensen proposed **“that the Chairman should complete and sign section 1 of the Annual Return to declare that the Council’s financial affairs have been dealt with in a proper manner during the previous financial year”**. Cllr I Boid seconded and the vote was unanimous.

(iii) Accounting Statement- Section 2 of the Annual Return

Cllr I Boid proposed **“that the Chairman should sign the Accounting Statement, Section 2 of the Annual Return”**. Cllr C Christensen seconded and the vote was unanimous.

(iv) Certificate of Exemption

Cllr C Christensen proposed **“that the Chairman should sign the Certificate of Exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015”**. Cllr I Boid seconded and the vote was unanimous.

b. To approve the following payments:

- (i) Manston Village Hall hire (paid April 24) £18
- (ii) Insurance Premium – Community First (paid April 24) £227.88
- (iii) DAPTC Subscription (paid April 24) £96.67
- (iv) Mrs N Phillips (Auditor) (paid April 24) £50
- (v) Clerk final salary (paid April 24) £325.60
- (vi) Clerk final expenses (paid April 24) £36.36

Cllr C Christensen proposed **“that the payments totalling £754.51 should be approved”**
Cllr I Boid seconded and the vote was unanimous.

11. Correspondence:

Dorset and Somerset Air Ambulance – An email from the D&SAA had been received, thanking the Parish Council for their donation of £125.

12. Matters Pertinent: The Councillors agreed it would be necessary to advertise for a Parish Clerk. Notices advertising the vacancy have been placed on the noticeboards but not resulted in any interest so far. Cllr C Christensen proposed exploring the cost of advertising in local media. The Councillors agreed with the proposal.

Date of next meeting: tbc 20th August 2024.

The meeting closed at 8.10 pm

Signed _____ Chairman Date_____

Parish Council information available on: <http://www.theorchardsandmargaretmarsh pc.org.uk/>

Please report issues regarding highways and footpaths to Dorset Council: Dorset Council
Website: <https://www.dorsetcouncil.gov.uk/>