**ROYDON PARISH COUNCIL**

**Minutes of the Parish Council Meeting held on Thursday 11th May after the conclusion of the Annual Parish Meeting.**

**In Attendance: Councillors: Suzi Pimlott (Chair), Neville Fletcher, Colin Manning, Colin Nichols, Michael Rae, Marc Starling and 1 member of the public.**

**Clerk: Pippa Winson**

1. **a)** On proposal from M Rae and seconded by C Nichols, all agreed to appoint S Pimlott as Chairman.

**b)** On proposal from C Nichols and seconded by C Manning, all agreed to appoint M Rae as Vice-Chairman.

1. **To consider apologies for absence.**

Apologies received from K Panks and S Eyre, the newly elected County Councillor.

1. **To consider Requests for Dispensations from the restriction on participating in the discussion or voting on a matter in which a member has a Disclosable Pecuniary Interest.**

None.

1. **To approve the minutes of the Parish Council meeting on Thursday 2nd March 2017.**

Having been circulated prior to the meeting, the minutes were accepted and signed as a true and accurate record by those present at the meeting.

1. **To appoint representatives**

S Pimlott to remain as rep for Hudson Fen Leisure

N Fletcher to remain as rep for Neighbourhood Plan

All Councillors involved in Planning Consultations

1. **To record Councillors’ declarations of interest on Agenda Items.**

S Pimlott declared and interest in Item 11/17 re donation request.

1. **Public Speaking.**

None.

1. **Matters arising.**

S Pimlott has been chasing BC for response in respect of land and garages near the church.

1. **Correspondence received (for info only).**

HAGS leaflet

Wicksteed leaflet

Email re Boundary Review Meeting invite.

Various – via email

1. **Highways- note any matters to be reported to highways.**

Potholes have been filled and hedges trimmed. N Fletcher passed a list of issues he has identified to the clerk.

1. **Hudson Fen Leisure**

Update in Chair’s report of Annual Parish Meeting.

Discussion regarding donation request and it was agreed at this time that no donation would be made.

1. **Neighbourhood Plan**

Meeting on 24th, there were 9 attendees, the minutes have been circulated. They are leading up to forming a formal steering group. Grants are available for funding. Next meeting on 22nd May. N Fletcher has attended training which was very informative.

1. **Risk Management Plan**

Plan reviewed. Inspection record agreed to be used for monitoring/checking assets.

1. **Asset Register**

Register updated.

1. **Finance – receive update and agree cheques to be signed.**
2. Cheques:

Insurance renewal - £479.38

Internal Audit - £60.00

Borough Council – dog bin collection - £81.12

1. Annual Accounts agreed and signed.
2. Annual Return agreed and signed.
3. **Roydon Common**

Reply still pending from BC re signage and parking. Clerk will chase.

1. **Planning**

None.

1. **To receive Councillors Concerns and items for next meeting agenda.**

None.

1. **To confirm the date and time of the next Parish Council meeting – on Thursday 6th July 2017 at 7.00pm.**

Chairman ………………………………………. Date …………………………………

Meeting closed at 8.13pm.