

# SWALLOWCLIFFE PARISH COUNCIL

## Minutes of the Parish Council Meeting

held outside the Village Hall, Swallowcliffe  
on **Saturday 15<sup>th</sup> January 2022** at 10:00am

**Present:** Cllr. Stephen Banas (Chairman)  
Cllr. Gerald Blundell  
Cllr. Helen Osborne  
Cllr. Patrick Willis



**In Attendance:** Simon Pritchard (Parish Clerk)

**Members of the Public in Attendance:** Zero

This formal meeting was held to ratify the outcome of the informal remote meeting held on Thursday 13<sup>th</sup> January @ 7pm. This is required to meet current government regulations for in person meetings for formal business.

Item no:	
37	<b><u>Apologies for Absence:</u></b> Cllr. Nigel Cooke
38	<b><u>Declarations of Pecuniary Interests &amp; Dispensations:</u></b> None.
39	<b><u>Adoption of Minutes:</u></b> a) <b>Thursday 14<sup>th</sup> October 2021</b> b) <b>Tuesday 9<sup>th</sup> November 2021</b> (Extra meeting) c) <b>Monday 13<sup>th</sup> December 2021</b> (HR Panel) The minutes had been circulated to members ahead of the meeting. <b>It was proposed by the Chairman to adopt all the minutes, seconded by Cllr Willis and resolved unanimously.</b>
40	<b><u>Planning &amp; Tree Applications:</u></b> None received.
41	<b><u>PARISH COUNCIL FINANCE:</u></b> <b>A. <u>Payments to Authorise:</u></b> a) Mr S. Pritchard - Annual Salary - £1,446.26 b) HMRC - PAYE - £361.40 c) Mr G. Blundell - Printing Coasts - £32.50 d) Mr S. Banas - Expenses (x4) - £104.22

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**Swallowcliffe Parish Council: 15<sup>th</sup> January 2022**

Parish Clerk: Simon Pritchard

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Signed: \_\_\_\_\_ Date: \_\_\_\_\_

	<p>e) Mr S. Pritchard - Expenses 2021 - £50.01</p> <p>It was noted that the Clerk had mistakenly overpaid Cllr Banas expenses by £6.65 - Cllr Banas will reimburse the Council.</p> <p><b>It was proposed by the Chairman that the payments be approved, seconded by Cllr Willis and resolved unanimously.</b></p> <p><b><u>B. Bank Reconciliation, Payments and Spend Against Budget to Date:</u></b> This was received and noted.</p>
42	<p><b><u>Parish Council Members' Role Review:</u></b> Members agreed to the following changes:</p> <ul style="list-style-type: none"> <li>• SWW Community Safety Partnership - change to Cllr Banas</li> <li>• NEW: Heritage and Cultural Landscape (includes AONB) - Cllr Osborne</li> <li>• Emergency Planning - Cllr Osborne, supported by Cllr Cooke</li> <li>• Climate Change - Vacant</li> <li>• NEW: Phone Box - Cllr Willis</li> <li>• Planning - Cllr Willis to support Cllr Blundell</li> </ul>
43	<p><b><u>Emergency Equipment Purchase:</u></b> Cllr Osborne has been researching requirements for emergency equipment.</p> <p><b>It was proposed by Cllr Osborne that the Council buy a set of walkie-talkies for £42.99 and two torches for £19.98, seconded by Cllr Willis and resolved unanimously</b></p>
44	<p><b><u>Date of the Annual Parish Meeting:</u></b> The date of the Annual Parish meeting had been set as Thursday 14<sup>th</sup> April, but as this is in the east holidays it had been suggested that it be moved.</p> <p><b>It was agreed to put it back one week to Thursday 21<sup>st</sup> April</b></p>
45	<p><b><u>Appointment of Internal Auditor 2021/22:</u></b> The Clerk recommended that Mrs N. Phillips be appointed for one further year.</p> <p><b>It was proposed by the Chairman that Mrs N. Phillips be re-appointed as the Council's Internal Auditor, seconded by Cllr Blundell and resolved unanimously</b></p>
46	<p><b><u>Parish Council Precept &amp; Budget 2022/23:</u></b> The RFO and Chairman had held a pre-meeting to look at the budget. Members had been circulated a budget and recommendation by the RFO to set the precept at £4,439.00</p> <p><b>It was proposed by the Chairman that the precept be set at £4,439.00, seconded by Cllr Willis and resolved unanimously.</b></p>

Meeting Closed at 10:05