

POULSHOT PARISH COUNCIL
 PARISH COUNCIL MEETING 26th June 2018, 7:30pm
 THE VILLAGE HALL, POULSHOT
MINUTES

Present Cllr. Geoff Collett (Chairman) [GC] Cllr. Adrian Baber [AB] Cllr. Ian Gillies [IG] Cllr. Tim Jalland [TJ] Cllr. Sam Wright-Hurn [SW]

Apologies Cllr. Ben Hamilton (Vice Chairman) [BH] Cllr. Steve Housby [SH]

Also Present Members of the Public; Elizaeth Martin (Parish Clerk) [EM]

Meeting Commenced At 7:30pm

18/19/086	To receive Apologies for absence. SH, BH	
18/19/087	Declarations of interest None	
18/19/088	Financial Review EM explained that this year the account audit was later than usual due to holidays and a change to the process/external auditor. The Financial Report for the council will be given at the September meeting, and then quarterly thereafter.	
18/19/089	To receive the Annual Internal Audit report The annual final accounts were circulated to members	
18/19/090	To Approve the Annual Internal Audit Report 2017/18 as presented EM stated that the Internal Report is not required to be voted on and will be signed after the meeting by the Internal Auditor once 3c and 3d have been completed.	
18/19/091	To Approve the Annual Governance Statement 2017/18 as presented The council reviewed each audiable item. All items accepted with no exceptions [AB Proposed. SW Second. Agreed.] Resolved That the Annual Governance Statement is accepted as stated	**
18/19/092	To Approve the Accounting Statements 2017/18 The internal auditor has completed a full review of the accounts. No issues identified [AB Proposed. SW Second. Agreed.] Resolved That the Accounting Statements are accepted as stated	**
18/19/093	Footpath Repair/Upgrade – Belleview Farm to Mill Lane EM explained that the VAT is not recoverable. HMRC has been asked twice, WCC and the PPC's accountant - all concur. IG stated that the Council has sufficient funds from the PCF to cover the Pavement, including the VAT but that an additional PCF request would be needed if the Council wishes to proceed with the Corner. AB suggested that the second part of the project be done at the same time as the first to prevent any increase in the quote for the corner. AB talked through other potential options on the corner but these would all be more expensive. The work would need to take account of long wheel based vehicles. EM stated that WCC would prefer to speak more directly with the Council as it had only an overview of the pavement plans and no information on the corner/bollard - WCC had concerns. TJ suggested that a site meeting be setup.	
18/19/094	To review the quotations received and to agree the quotation and contractor to be selected for proposed works Valetta was felt to be the most cost effective option and the most known contractor. The council reviewed each of the three quotes. [TJ Proposed. AB Second. Agreed.] Resolved That Valetta be the contractor for the Pavement work	**

18/19/095	<p>To discuss and agree next steps</p> <p>The money has been ring-fenced for the pavement itself, including the VAT. The Council needs to clarify with WCC what options are available for the corner, if at all. All members of the Council along with the Contractor would be wishing to be present. Bill Parks from WCC would also like to talk through the plans for the footpath before work is commenced. Depending on the outcome of the discussions a further request for funding will be investigated for the corner (PCF).</p> <p>Action: EM To setup a site meeting with Bill Parks and WCC along with Valetta and those members wishing to be present</p>	EM
18/19/096	<p>To Agree Key messages</p> <p>None</p>	