Boreham Parish Council

Minutes of the Meeting of Boreham Parish Council held in the Allen Room, Village Hall Boreham at 7:30pm on Monday 3rd June 2019

Present
Councillor J Galley (Chairman)
Councillor J Rice
Councillor A Leach
Councillor D Crick
Councillor K Cherry
Councillor P Elkington

Also in attendance: Mrs Lisa Miller (Parish Clerk) and Justine Atterbury (Asst Clerk).

19/23 Apologies for Absence
All councillors were present.

19/24 Signing of Declarations
All remaining Councillors that were not present at the May meeting signed their declarations.

19/25 Declarations of Interest
No declarations of interest declared.

19/26 Public Participation Session
No public were in attendance. It was reported that the vegetation around Coopers and the shops is starting to look overgrown.

19/27 Minutes of the Statutory Parish Council Meeting held on 13th May 2019
The Minutes of the Statutory Parish Council Meeting held on 13th May 2019 had been previously distributed and it was RESOLVED that they be signed as a true record of the meeting.

19/28 Correspondence
a) **Highways England –** Notification of start of works – A12 junction 19-20 northbound.
b) Malthouse launches £8.5 million fund to help communities deliver discounted homes
c) **Other Correspondence received** – no further correspondence had been received.

19/29 Councillors Reports
a) City Councillor J Galley's Report – Councillor Galley had nothing to report.
b) County Councillor J Spence – apologies had been received and a report provided. ECC are due to receive the outcome of their Housing Infrastructure bid. Top of the list submitted by ECC is the Chelmsford North-East bypass and Beaulieu Park Station, seeking over £100m. The preparatory work being undertaken at junction 19 of the A12 is linked to the development of the relief road for Beaulieu and Channels – this is proceeding and is not dependent on the bid.
c) Village Hall Management Committee Representative's Report – the lead has been replaced, but there were cracks found in a few of the windows which now need repairing and therefore the scaffolding has remained in place. The food van was confirmed as being agreed in principle at this stage, but residents have not yet confirmed whether they are definitely going ahead with it.
d) Public Transport Representative – Nothing to report but there is a transport meeting on 4th June.
e) **Community Speedwatch –** three more volunteers have been trained but no sessions have been held since the last meeting. The Church Road SID is waiting to be moved. The other SID we have been unable to download the data from it so we are waiting for Traffic Technology to provide advice.

f) **Butlers Trust** – It was reported that a Butler Trust meeting had been held recently where several donations were agreed, one being for new books for the primary school.

19/30 Committee Minutes

Planning Committee meeting held on 13th May 2019

The minutes were confirmed with no comment.

19/31 To receive the report of the Clerk on matters not covered elsewhere on the Agenda

Feedback from the EALC has been received regarding the legalities of church funding from the parish council. It was agreed to put the wording in the church magazine on the parish website and in parish newsletter. The EALC response will be forwarded to the church.

19/32 To receive the Internal Auditor's Year End Report and consider the matters suggested in that report

The Internal Auditors report had been distributed to all members for comment. Members noted that the internal auditor had carried out a selective assessment of compliance with relevant procedures and controls during the financial year ended 31 March 2019. The internal auditor had confirmed in all significant respects the objectives of internal control were being achieved throughout the year to a standard adequate to meet the needs of the Parish Council.

At the end the Chairman said that the excellent report was as a result of the good work undertaken by the clerk in maintaining the Parish accounts to a high standard and thanked her accordingly.

19/33 To consider the Lease to the Boreham Sports & Social Club

The draft lease of land for the Sports & Social Club had been distributed for discussion prior to the meeting. It was agreed to set up a meeting with the solicitor regarding additional clauses.

19/34 Financial Matters

a) Budgetary control and Accounts Report - Members were circulated with budgetary control reports. Members approved the reports.

b) Ratification and authorisation of Payments - It was RESOLVED to accept the Accounts as drawn and ratification and authorisation was given for the cheques and payments (appendix attached).

19/35 Annual Governance Statement 2018/19

Members of Boreham Parish Council acknowledged their responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. The annual governance statement was circulated, and **IT WAS RESOLVED THAT** this be approved, and the Chairman and Clerk signed the statement.

19/36 Accounting Statements

After full consideration of Section 2 of the Annual Return, **IT WAS RESOLVED** to approve the Accounting Statements 2018/19 and this section was duly signed by the Chairman and the Clerk.

There being no further matters for consideration, the Chairman thanked Members for their attendance and declared the Meeting closed at 8.31pm.