

**MINUTES OF TEMPSFORD PARISH COUNCIL ANNUAL COUNCIL MEETING HELD ON TUESDAY 16TH MAY 2023 AT
19.30hrs. IN THE STUART MEMORIAL HALL, TEMPSFORD.**

Mr. David Sutton	Chair
Mr. Adrian Besant	Vice Chair
Mr. Steve Cooney	Councillor
Mrs. Tina Goddard	Councillor
Mr. Chris Bettles	Councillor
Mr. Sam Knott	Councillor
Linda Collins	Clerk
Members of public	One.

	Actio n	
The present Chairman welcomed everyone including the new Councillor, Sam Knott and congratulated everyone on the election results.		
1. Election of Chairman/Chairperson Election of the Chairman/Chairperson was put to the Council. Cllr. Bettles proposed that Cllr. Sutton take the position of Chairman for the forthcoming year. Seconded by Cllr. Lawrence. Cllr. Sutton accepted the post of Chairman.		
2. Election of Vice Chairman/Chairperson. The Chairman takes the Chair and asks the Council to now propose a Vice Chairman. Cllr. Sutton proposed Cllr. Besant, Seconded by Cllr. Cooney. Cllr. Besant accepted the post of Vice Chairman.		
3. Receipt of Declaration of Office – and Code of Conduct. All Councillors now signed Declaration of Acceptance of Office. They then signed to say that they had read and accepted they would abide by the Code of Conduct. Also signed by the Clerk.		
4. Declarations of Interest None were submitted for this meeting. Clerk reminded all Councillors, that their Declarations of Expenses for the election should be sent into CBC before June, and also new Declarations of Interest forms, which the Clerk had sent the link to at CBC, should all be filled in and sent back to CBC. These should be submitted within 28 days of taking office.		
5. Apologies for absence No apologies received.		
6. Acceptance of Minutes Minutes of the meetings – Ordinary Meeting 14 th March 2023 and the Annual Parish Meeting held on 26 th April 2022 were accepted and signed by the Chairman. There were no matters arising from the Annual Parish Meeting held on the 24 th April 2023 and the Clerk had thanked Anglian Water and National Highways for attending. Internal Audit - Approval of AGC – Annual Governance Statement – this was distributed to all Councillors prior to the meeting. Decision – to approve the Statement.		
7. Finance The below invoices were approved for payment.		
5.5.23.	Stuart Memorial Hall – Hall hire	£20.00

1.5.23	Mark Zwetsloot – April as per contract	£1430.50
28.4.23	Quickplay – paid by Clerk, Linda Collins on cc (S106)	██████
1.4.23.	BATPC Affiliation fee	£131.00
30.4.23	Linda Collins, Clerk April salary	██████
9.5.23	Cartridgesave black toner for Parish Council printer	██████████████
	Total	£2227.60
Plus	Expenses from Coronation Day as below: -	
	Kay Quinn	██████
	Anne Francis	██████
	Tina Goddard - £25.95 + 11.79 + 10.00 =	██████
	Joe Lawrence – footballs	██████
	MVN GEEKS Ltd. (also includes internet exp)	£452.89

Bank Reconciliation as of 30th April 2023.

Current Account - £24066.42

Savings account - £15529.35

Tempsford 2000 - £974.39

Total £40570.16

Payments approved since last meeting: -

Zwetsloot - £514.00. Clerk salary. Feb and Mar. MVNGeeks - £698.05 & £112.50. SMH - £27.00. BATPC - £10.33. HMRC - £99.60. J. Pennington - ████████. Groundwork - £2124.72. Tempsford Museum Grant - £500.00.

Income since last meeting - Precept £16,000. Grant - £1000.00. Cemetery income - £455.00

Internal Audit

The Auditor had audited the accounts and now the Council needed to approve – **Accounting Statements Section 2, and Certificate of Exemption. Decision – to approve both documents.**

These would now be sent to Mazar.

Annual Review of Clerk’s salary and review.

Chairman wanted to just say that the present salary review was still with the Unions, but that when it was known, it should be instigated, but only after a review. The Clerk had not had an increase for a few years, until January, when it was instigated and back dated. The Clerk did comment that it was her fault as she felt that during Covid etc., there was not a need. Date to be arranged with Cllr. Besant and Cllr. Sutton for the Clerk’s review.

8. Public Session

A member of the public, Manager of Tempsford Football Club, came to talk to the Parish Council about bringing football back to Tempsford. The Pitch had been inspected and if they could get it back in order it could be used to play regular football matches on. Questions and answers - It would take a lot of money to put the pitch in a good order, and the play area, would still have to be used as a play/swings etc., area for the children of the village. The Council said they would love to get the ground done and have a Tempsford football Team again in the village, but the PC could not totally finance this project. The football club needed to fund raise itself as well. Need to work out a business/fundraising plan and costs firstly.

9. Central Beds Councillors - None in attendance.

Clerk

DS
AB

<p>10. S106 It was decided – to get Kompan and Wicksteed to come to the site and help us choose something for the play area. Clerk to contact them both for a site visit. The money has been allocated to us.</p>	Clerk
<p>11. Events. Coronation Event – The Chairman thanked everyone that help. The football helped to bring the people in and make it a successful day. The games were well attended as well. Millennium Garden Event – December. This event only ceased because of Covid, and some did not want to have the responsibility anymore. Just need help to run it. It's usually the 2nd Friday in December. A band needs to be asked to play at it. Money to go to Tempsford 2000 for the upkeep of the Garden, as it has done in the past. The clerk has already checked with the insurance company that they will cover it, and they will, but of course a good Risk Assessment is done. This has usually been done in the past. Vote taken = Decision to go ahead with it this year. Cllr. Cooney to contact the band.</p>	
<p>12. Speed indicator device We have proposed to look at a second device. Previously it was to go in the new financial year, which is now. Cllr. Knott suggested that one should be put down near the play area, as this is where people speed up from the level crossing. Vote taken – 7 for – Decision was to buy another speed indicator. Clerk to go back to Morelock and see what the cost is now.</p>	Clerk.
<p>13. Highways. Cllr. Besant reported that not a lot has happened and he needed to contact Scott Terry again to not only attend to the potholes, but Station Road, still have bad pavements, also the area near the post box.</p>	AB
<p>14. Neighbourhood Plan Cllr. Sutton commented that they needed to do a amended plan and also still needed to write to Kiers. They have taken advice from CBC, and they are helping with a letter. The NP was not a call for sites.</p>	DS AB
<p>15. Tempsford Times Cllr. Besant has received an invoice for payment for printing. The Tempsford Times needs money, so we need to get some advertising. We actually need someone to take on the job as Advertising Manager. £1200 is need a year to pay for the printing. Cllr. Knott said we could also look at digital service. Cllr. Goddard, offered to help with the advertising. Decision – Cllr. Goddard and Cllr. Knott will help to get something going. Cllr. Besant will liaise with them. Cllr. Cooney will contact Estate to see if they would like to sponsor or donate to it.</p>	TG SK SC
<p>16. Policy Updates The Council have not looked at the Policy Documents for quite a while, and they may or may not need updating. There is the Finance, Data Protection, Complaints Procedure, Email Contact Policy. To start with the Clerk will email everyone with the Finance Policy first and we will then take each Policy in turn.</p>	Clerk
<p>17. Dates of next meeting. 11th July 26th September and 14th November. All in the Stuart Memorial Hall at 19.30 hrs.</p>	

I certify these Minutes to be a true record of the Annual Council Meeting held on Tuesday 16th MAY 2023.

SIIGNED DATE