

# Stanstead St Margaret's Parish Council

Stansteadstmargaretsparishcouncil.org.uk

**Minutes of the meeting held at 7.30pm  
In the Nigel Copping community hall on**

**22nd November 2016**

	Action
<p><b>Councillors present</b> Nigel Copping – Chair Roger Chapman</p> <p style="text-align: center;"><b>MEETING NOT QUORATE</b></p>	
<p><b>42/16 apologies</b> – accepted June Robinson Martin Robinson Mike Allen (East Herts District Council)</p>	
<p><b>43/16 Co-option as Parish Councillor – Claire Ewing</b></p>	
<p><b>44/16 Public Forum</b> There were no members of the Public in attendance</p>	
<p><b>45/16 Police Report</b> - PCSO Neil Major was unable to attend the meeting.</p>	
<p><b>46/16 Declaration of Interest</b> Nigel Copping is a Trustee of St Margaretsbury Trust.</p>	
<p><b>47/16 The Minutes of the meeting of Stanstead St Margaret's Parish Council on 13th September 2016</b> were confirmed as a record of the meeting.</p>	
<p><b>48/16 Financial and Audit 16/17 – to be confirmed at the January meeting</b></p> <ol style="list-style-type: none"> <li>1. Payments made in accordance of the budget were reviewed and confirmed</li> <li>2. Bank reconciliations to be reviewed at the January Meeting</li> <li>3. Internal audit - it was agreed to keep the internal auditor for 2016 – 17 following confirmation that he would be able to carry out a site visit</li> <li>4. It was resolved to purchase Alpha accounts software -</li> <li>5. It was resolved to share the cost of calls 50% with SAPC ST M phone 50% at 7.50 per month 07585029375</li> <li>6. Budget to be discussed at the January meeting</li> </ol>	<b>JF</b>
<p><b>49/16 Planning</b></p> <ol style="list-style-type: none"> <li>1. St Margarets Cllrs to be invited to attend a meeting to discuss the requirements of a Neighbourhood Plan, on 25<sup>th</sup> November in the Ashlea room.</li> </ol>	
<p><b>50/16 Councillor vacancy x 3</b></p> <ol style="list-style-type: none"> <li>1. Clare Maynard attended this meeting and will co-opted at the January Meeting.</li> </ol>	
<p><b>51/16 Grant applications – to be considered at the January meeting - vicar, air, evergreens</b></p>	
<p><b>52/16 Christmas decorations</b></p> <ol style="list-style-type: none"> <li>1. Christmas tree with lights outside The Nigel Copping Hall.</li> </ol>	<b>NC</b>
<p><b>53/16 Repairs</b></p> <ol style="list-style-type: none"> <li>1. <b>Fence Opposite Nigel Copping House</b> – The Stanstead Abbots Maintenance contractor to be asked to quote for a repair to this.</li> <li>2. <b>Bus Stop seat – Arriva to be asked to repair this.</b></li> </ol>	<b>JF</b> <b>JF</b>
<p><b>54/16 Lawrence Ave Notice board</b> – it was agreed to leave it in it's current situation.</p>	
<p><b>55/16 Environment</b></p> <ol style="list-style-type: none"> <li>1. Fly Tipping – no longer an issue</li> <li>2. Burger Van – is fully licenced - East Herts and HCC aware</li> </ol>	
<p><b>56/16 items for next meeting on 10<sup>th</sup> January at 7.30pm Agenda items to be forwarded to the Clerk no later than 5<sup>th</sup> January</b></p>	

Signed..... Date.....

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**Nigel Copping, Chairman**