

LOUND PARISH COUNCIL


PARISH COUNCIL MEETING

Minutes of the Annual Parish Council Meeting held on Monday 12 May 2025. The meeting took place after the Annual Parish Meeting which commenced at 7pm at the Village Hall.
(Subject to amendment until signed by the Chairman at the next meeting)

Present: Miles Thomas (Chair), Paul Strowlger (Vice Chair), Jenny Ozinel, Connor Moore, Jill Day, Carly Jones, Jill Brown (clerk). Also present was Paul Ashdown (District Councillor).

1. **Election of Chair** – Miles was nominated by Paul S. Proposed by Carly and seconded by Jill D. No objections. No other nominations. Miles accepted.
2. **Election of Vice Chair** – Paul S was nominated by Miles. Proposed by Jill and seconded by Jenny. No objections. No other nominations. Paul S accepted.
3. **Welcome and Apologies** – Apologies received by Gayle due to work commitments. Apologies were accepted. Proposed by Paul S and seconded by Jill D. No objections. Apologies also received from Keith Robinson (County Councillor)
4. **Declaration of interest and requests for dispensation** – Miles declared an interest in any discussion relating to garages.
5. **Minutes of the Previous Parish Council Meetings** - To confirm the minutes of the meeting held on Monday 3rd March 2025. These were accepted as a true reflection of the meeting. Proposed by Jenny, seconded by Connor. No objections.
6. **Updates**
 - Speed Indicator – Jill D presented the SID stats to the Council. These indicate that there is a problem with speeding on Church Lane. Miles has forwarded these to the relevant Police Department. Paul A is attending a meeting in Corton on 24th May at which he will discuss this.
 - Warm Welcome Rooms – This has been a popular event, and funding is available to continue through next year.
 - Maintenance Tasks – The notice boards need maintenance or replacement. Paul S will investigate and report back.
 - Grants Update – There is £88 remaining from the Warm Room grant. Paul A said that this can be kept and added to next year's award.
7. **Reports from District and County Councillors** – There were no further updates.
8. **Internal Control Document** – Paul S presented the completed Internal Control Document for 2024/25. This was reviewed and accepted. Proposed by Jenny, seconded by Connor. Paul S agreed to carry out the Internal Controls for 2025/26.
9. **Internal Audit Report** – Jill B (clerk) presented the Internal Audit Report for 2024/25. All items for consideration had been highlighted and distributed in advance of meeting. Proposed by Paul S, seconded by Jill D.

Signed

Chairman, 


Clerk, 

Date 7-7-25

25-26/02

10. **Email addresses** – Miles is in the process of researching the cost of obtaining Gov.uk email addresses from various providers. This will be on the agenda for the July meeting.
11. **Review of Standing Orders and Financial Regulations** – These were reviewed and agreed. Standing Orders proposed by Paul S and seconded by Carly. Financial Regs proposed by Jenny and seconded by Connor. No objections.
12. **Review of Risk Assessment** – These were reviewed and agreed. One item re filing cabinet needs updating. Proposed by Paul S and seconded by Jenny.
13. **Correspondence** – a). CIL payment document presented to Council. b). Allotment correspondence discussed. Miles will contact the allotment holder. c). Planning Application number DC/25/1645/ROC – a meeting was arranged for 21 May 25 to discuss this.
14. **Accounts a:** Review of income and expenditure and balances to end March 2025. Review of bank reconciliation to end of March 2025. To be signed by non- signatory Councillor. Review of actual and forecast income to end March 2025. Agreed. Proposed by Paul S, seconded by Jill D. Signing of bank reconciliation adjourned to next meeting due to time constraint.
b: Review of income and expenditure and balances to end April 2025. Review of bank reconciliation to end of April 2025 To be signed by non- signatory Councillor. Review of actual and forecast income to end April 2025. Adjourned to next meeting due to time constraint.
c: Payments to Authorise:
Clerk's salary to end of May 2025 and end of June 2025. Proposed by Connor, seconded by Jenny.
Printing of Parish Report £108 – Proposed by Connor, seconded by Jill D.
15. **Review of AGAR:**
 - a; Certificate of Exemption 2024/25 reviewed and agreed.
 - b: Annual Governance Statement 2024/25 reviewed and agreed.
 - c. Accounting Statements 2024/25 reviewed and agreed.Proposed by Paul S, seconded by Jenny.
16. **Dates of Future Meetings 2025:** 21st May (extraordinary), 7th July, 1st September, 3rd November.
17. **Councillors Forum – Items for agenda of next meetings:**
21st May – Planning application number DC/25/1645/ROC, Bank Reconciliation to end of March 25 to be signed, Accounts and Bank Reconciliation to end April 25
7th July – SALC payslip service, Dog waste bin on Back Lane.
The meeting closed at 21.00.

Signed

Chairman, 

Clerk,



Date

7-7-25