

**SOUTH TRUMPINGTON PARISH MEETING**

**Minutes of the Meeting of the Parish Meeting held in Meeting Room Two at Trumpington Meadows Primary School on Tuesday 24 April 2018 at 7.30 pm**

Present: Philip Allen (Chairman) plus 6 electors.

In attendance: County Cllr Kevin Cuffley, County Cllr Roger Hickford, Jason Clarke (South Cambridgeshire District Council), David Plank (Trumpington Residents Association), Linda Frost (Trumpington Meadows Community) and Ben Stoehr (Clerk).

**1 Election of Chairman**

Philip Allen was elected as Chairman and signed the Declaration of Acceptance of Office. Proposed by U Cordan, seconded by R Cordan, all in favour.

**2 Election of Vice-Chairman**

Deferred to the next meeting.

**8 Greater Cambridge Partnership (GCP)**

Reports were given by Philip Allen and David Plank of the Trumpington Residents Association (TRA) about the current position with the GCP plans. It was noted that the GCP board had put the proposals on hold for the time being.

It was agreed that the Parish Meeting should be on the GCP board representatives list.

Philip Allen and David Plank left the meeting.

**3 Approval of the minutes of the last meeting**

The minutes were approved as a true record.

**4 Information Items**

a) Clerk Update

The Clerk updated the meeting on the progress with the youth grant, the internal audit and the requirement for an external audit.

b) South Cambridgeshire District Council Update

Jason Clarke updated the meeting on the notice board that has been offered to the Parish Meeting by Barratt Homes, and that elections for the District Councillors would be taking place in May.

c) Report from District Councillor

In the District Councillors absence, Cllr Kevin Cuffley gave a brief update about the SCDC budget and the elections.

d) Report from County Councillor

Cllr Roger Hickford read out his written report and gave an update on the pothole issues faced by the Highways Department at CCC.

e) Update from Cambridge City Council

No report.

f) Update from Trumpington Meadows Community

Linda Frost gave an update on the TMC including security and parking. There is a NHW scheme starting and they are urging people to join.

g) Update from Trumpington Residents Association

Report given under item 8.

Linda Frost left the meeting.

5 **Appointment to Working Groups & Parish Meeting Representatives**

Deferred to the next meeting

6 **General Data Protection Regulations**

It was agreed to join the county wide DPO scheme with CAPALC and to adopt the model policies distributed by them. The Clerk is to carry out the data audit and update the policies as appropriate.

12 **Youth Provision and Outcome of Grant**

The grant has not yet been determined by CCF. Deferred to the next meeting.

7 **Review of Policies & Powers**a) Adoption of Child and Vulnerable Adults Policy

The draft policy was adopted.

b) Review of Parish Meeting Powers

The Parish Meeting reviewed the powers it had as a parish meeting without a parish council. It was delegated to the clerk to apply to SCDC for any relevant powers under S109 of the Local Government Act 1972 to allow it to function effectively.

9 **Roads**

No update

10 **P&R – Clean Energy Project**

It was agreed that Celestine Hyde would meet and discuss the proposals with Cambridgeshire County Council and that they would be invited to give a presentation to the next meeting.

11 **Tennis Court Benches**

Deferred to the next meeting.

13 **Finance**a) Payment of Bills including funding for TRA and TMC

The payments to the School (£), LGS Services (£) and CANALBS (£) were approved by the meeting. The payments to the TRA and TMC would be considered following the application for additional powers.

b) To review the effectiveness of the internal controls that have been in place during the year under review (between 1<sup>st</sup> April 2017 and 31 March 2018)

the Parish meeting reviewed the systems of internal control and found them to be adequate.

c) To review the Internal Auditors Report (if received)

The Parish Meeting reviewed and noted the Internal Auditors Report

d) To prepare the Annual Governance Statement (Section 1)

The Parish meeting considered the statements in section 1 and agreed to answer yes in boxes 1, 2, 3, 5, 6 and 8, and N/A in box 9. Boxes 4 and 7 were left blank following guidance from the external auditor as they referred to items that could not take place as

the authority did not have an audit last year as they were established after the 1 April 2017

- e) To approve the Annual Governance Statement by resolution  
The Annual Governance Statement was approved and would be signed by the Chairman after the meeting.
- f) To consider the Accounting Statements (Section 2 )  
The Accounting Statements were considered
- g) To approve the Accounting Statements by resolution  
The Accounting Statements were approved.
- h) To ensure that the Accounting Statements are signed and dated by the person  
The Chairman will sign the AGAR after the meeting.

**14**    **Date of next meeting**  
10 July 2018 at 7.30pm

**15**    **Items for next meeting**  
Request for a post box.

**16**    **Closure of Meeting**  
The Meeting was closed at 9.56pm

Signed (Chairman): ..... Date: .....