**MILTON BRYAN PARISH MEETING**

**Minutes of the Milton Bryan Parish Meeting**

**held on Wednesday 29th May 2024**

**in the Village Hall**

Present*:*  18 members of the public, Peter Horrocks – Chairman,

Karen Barker – Clerk, CBC Cllr John Baker

735 **Election of Chairman**:

 Clare Francis proposed that Peter Horrocks be elected as Chairman of Milton

 Bryan Parish Meeting. This was seconded by Craig Gibson. There being no

 other nominations and Peter Horrocks being willing to accept, he was duly

 appointed as Chairman of Milton Bryan Parish Meeting.

736 **Apologies**:

There were no apologies given.

737 **Minutes of previous meeting**:

The Minutes of the Parish Meeting held on 6th March 2024 were approved and agreed by all those present. The minutes were signed by the Chairman as a true record of events.

738 **Matters Arising**:

 There were no matters arising from the previous minutes.

739 **Reports and Representations:**

 739.1 CBC Cllr J Baker gave a report:

* Fly-tipping – this is on the increase. CBC try to get any fly-tipping removed as quickly as possible. The waste is looked through to see if there are any details which could indicate the perpetrator.
* Swallowfields School – the removal of one of the school buildings has been paused following the discovery of Great Crested Newts.
* CBC Cllr Allowances – these have now been reduced thereby saving on costs.

740 **Updates from Village organisations:**

740.1 St Peter’s Church – Church Treasurer Alan White

Mr White gave an update since the last meeting. There has been a lot of support and interest from the Diocese. A grant has been awarded towards the costs of a surveyor who inspects Grade 1 buildings. It is hoped that Historic England will supply a letter outlining the concerns. The tower roof leak has been repaired, thanks to Jed and Craig Gibson for their work on this. The estimate to repair the church clock is just under £6,000. Mr White suggested setting up a restoration fund to help with this. A Ploughmans Lunch was held which raised about £800 and there has been a marginal increase in monthly income. The Church fete will be held on 29th June. At least £1,600 needs to be raised as this will go towards the Church insurance. There is still a lot of fundraising to do and the village has only 18 months to do something about funding for the Church and keeping it open. Mr White said he would like to see an increase in regular donations to the church by standing orders every month.

 740.2 Village Hall

The big breakfast event is being held this coming weekend, catering for 70 people and starting at 9.30am.

 740.3 Milton Bryan Charity

 The Charity accounts are on the Charity Commission website.

741 **Village Matters:**

741.1 Village projects/highways

Peter Horrocks said that there is no progress on previously mentioned projects and the priority has been to sort out highway issues and road repairs which take precedence over special projects such as village gates, which it is hoped CBC will fund:

* Verges – there are verges that need cutting in the village and these are on the list to be done
* Highways – the road resurfacing on Mags Lane to the Red Lion was not on the list to be done but will be added to be done next year.
* Potholes – there are some potholes that are still not filled and which have been reported.

742 **Open Forum:**

Residents spoke about the amount of traffic that travels through the village

particularly when there are problems on the M1, It was felt that CBC are not

aware of this.

A resident raised concern about two new bus stops in the Village which have

been put in place and which are on a bend on a fast road which is dangerous.

CBC Cllr Baker said he has asked CBC to undertake a proper risk assessment.

A resident raised concern about flooding on the road to Toddington which is a

constant problem. Peter Horrocks said that he will pass details onto CBC Cllr

Baker.

A resident raised concern with the Charity representatives about the cost of the rent of the cottages and suggested that they will not be affordable in the future and also queried how the properties are maintained.  Robin Friend said that the Charity are dictated by their Constitution which is to obtain the best possible rent . He added that currently, the highest rent paid for a property was at least 30% below market rent. The Charity have always tried to keep pace with inflation in a sensible way.  The maintenance of the buildings is on-going financial commitment. A resident queried why the Charity had significant reserves and Robin Friend advised that the Trustees deemed it prudent for the Charity to have healthy reserves to ensure that they had the ability to maintain and refurbish properties to an acceptable standard and to comply with current and future legislation. Peter Horrocks suggested that there may be a difference in the understanding regarding rent and it would be good to have clarity of the lettings/refurbishment policy either direct to the tenants or through the Parish Meeting.  Robin Friend said that the Charity Trustees would be happy to meet with the tenants to answer any questions.

743 **Finance:**

743.1 Accounts to 31st March 2024:

|  |  |
| --- | --- |
|   |          £  |
| Barclays Current Account  | 2,335.60 |
| Barclays Savings Account  | 2,364.18 |
| Less unpresented chqs 755, 757, 761, 763 | 85.60 |
| **TOTAL**  | 4,614.18 |
|   |   |
| B/F 2022/23 | 4,619.21 |
| Receipts to 31st March 2024 | 2,903.12 |
| Payments to 31st March 2024 | 2,908.15 |
| **TOTAL**  | 4,614.18 |

 743.2 Other finance matters:

 743.2.1 Annual audit of accounts

 Governance Statement/Accounting Statement

The Parish Meeting approved the Annual Governance Statement. The Annual Governance Statement was proposed for approval by Peter Horrocks, seconded by Robin Friend and agreed by all present.

The Parish Meeting approved the Statement of Accounts. The Statement of Accounts was proposed for approval by Peter Horrocks, seconded by Robin Friend and agreed by all present.

The statements were signed by the Chairman. The Clerk to place the final audit documents on the website.

 (**Action Clerk**)

743.2.2 Exemption from external audit

Peter Horrocks proposed, seconded by Robin Friend that the Parish Meeting confirm their exemption from external audit, agreed by all present. The Chairman signed the Exemption form and the Clerk to send it to the external auditor and place a copy on the website.

 (**Action Clerk**)

743.2.3 Internal Audit Report

The Clerk read out the report and this was noted by the Parish Meeting:

-Where the meeting deals with an item of business pursuant to a legal requirement, the item requires a separate and discrete minute. To that end and by way of example, the minuting of approval of sections 1 and 2 of the Annual Return should be minuted separately with the same principal applied to the minute for the approval of the budget and precept setting.

-The meeting should produce and publish a General Reserve Policy, now an explicit requirement of para 1.13 of the current (2024) Practitioners’ Guide, part of the mandatory ‘proper practices’.

Having tested all the aspects of the meetings internal controls and based on the information made available, the internal control objectives were achieved throughout the financial year to a standard adequate to meet the meetings needs.

744 **Planning:**

There were no planning matters to be raised.

745 **Correspondence:**

There was no correspondence.

746 **Date of next meeting:**

Meetings will be held in February, May and October each year.

The next meeting will be held on Wednesday 30th October 2024 starting at 7.30pm.

The Meeting closed at 8.45pm

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