

CLAYTON-LE-WOODS PARISH COUNCIL
MINUTES OF THE MANAGEMENT COMMITTEE
HELD ON MONDAY 28TH SEPTEMBER 2015 FOLLOWING THE PLAY LEISURE
AND WELFARE COMMITTEE MEETING AT CLAYTON GREEN LIBRARY

PRESENT: Councillor A Cullens (Chairman)
Councillor J Cronshaw
Councillor S Fenn

IN ATTENDANCE: Mrs TD Morris (Clerk)

	ACTION
<p>15.15 APOLOGIES</p> <p>There were no apologies.</p>	
<p>15.16 DECLARATION OF INTEREST</p> <p>There was no declaration of interest.</p> <p>It was noted that items 15.19 and 15.22 had implications for the Clerk so it was requested that she leave the meeting at that point.</p>	Clerk
<p>15.17 APPROVAL OF MINUTES DATED 28th JULY 2015</p> <p>It was RESOLVED to approve the minutes of the meeting held on 20th July 2015 as correct record, which were duly signed by the Chairman.</p>	
<p>15.18 MATTERS ARISING</p> <p>There were no matters arising.</p>	
<p>15.19 EMAILS FROM COUNCILLORS</p> <p>Details noted 'in camera' Clerk not present.</p>	
<p>15.20 VAT ISSUES</p> <p>It was reported that a resident had raised a query regarding historic VAT claim procedures.</p>	

	<p>It was RESOLVED to have the matter investigated by the Internal Auditor Mr Alan Platt and that the oversight be given to the FSB Committee.</p>	<p>FSB</p>
<p>15.21</p>	<p>CLW BOWLING CLUB INSURANCES</p>	
	<p>The Management Committee were informed that the sub tenancy agreement of July 2011 stated that the parish council were liable for all the insurances at the Bowling Club.</p>	
	<p>It was requested that the Chairman liaise with the Bowling Club Committee in order to clarify any outstanding issues.</p>	
	<p>The ongoing financial queries would be dealt with by the FSB Committee.</p>	<p>FSB</p>
<p>15.22</p>	<p>LETTER FROM BEDROCK LANDSCAPES LTD</p>	
	<p>Details noted 'in camera' Clerk not present.</p>	
<p>15.23</p>	<p>COUNCILLOR CONDUCT AND TRAINING</p>	
	<p>The councillors were provided with a possible training schedule which could be conducted in house. The main focus would be 'why' a committee system had been reintroduced this year and 'how' the system upholds the overall accountability of the parish council as a corporate body.</p>	
	<p>It was requested that the clerk investigate the provision of this training in the new year.</p>	<p>Clerk</p>
<p>15.24</p>	<p>GOALS AND TARGETS</p>	
	<p>As part of the Clerk's ongoing development it was requested that the Chairman and the Clerk draw up a list of goals and targets for the forthcoming year.</p>	
		<p>Chairman / Clerk</p>
<p>15.25</p>	<p>CONFIDENTIAL ITEMS</p>	
	<p>Item 15.19 and 15.22 were deemed confidential and dealt with in camera.</p>	<p>Chairman</p>
<p>15.25</p>	<p>DATE OF NEXT MEETING</p>	
	<p>The next scheduled meeting was agreed to be held on Wednesday 6th January 2016 at 7.00pm at Clayton Green Library.</p>	