

**LYDIARD MILLICENT PARISH COUNCIL
EXTRAORDINARY MEETING
30 March 2022
held in the Hook Village Hall
commencing at 7:30pm**

Councillors present:

Cllr M Allsop
Vice-Chairman

Cllr P Cole

Cllr Hill-Wheeler

Cllr M Sharp

Cllr S Westwood

Others in Attendance: There were no members of the public present

Parish Clerk: Tina Jones

Public Question Time: There were no questions.

MINUTES

258.21 Chairman of the Meeting

Due to the absence of the Chairman, Councillor Harden, the Vice – Chairman Councillor Allsop presided over the meeting.

259.21 Apologies for Absence

Members RECEIVED apologies from Cllrs Clarke, Curtis, Hacker, Gregory, Harden, Selwood

260.21 Declarations of Interest

There were no declarations made and no requests for dispensations.

261.21 End of Year Procedures

Members NOTED and discussed the policies as presented. Following discussions, Members ADOPTED the General Reserves Policy, Financial and Management Risk Register Investment Policy, Communications Policy. Members gave thanks to Councillor Westwood for her input to the documents.

262.21 Cheque Write Off

Members NOTED the report. In total un-presented cheques to the value of over £6,000 covering the period 2017-2020 were discovered in amongst unfiled papers in the Parish Office. The cheques were for services relating to the Cemetery and Recreation Field hire and had not been presented to the bank by the previous Parish Clerk.

The Council has now managed to reclaim £3,855 and an amount of £1,865 is still outstanding for Cemetery fees, discussions continue with the Funeral Directors to recover the remainder. There were four personal cheques and one from an Executors account for pre-purchase of Cemetery plots and memorials. Contact has been made regarding two cheques. Members considered the three remaining cheques to the value of £375 (all dated 2017), one being the Executors cheque. Following discussion, Members RESOLVED to write off the £375 in accordance with Financial Regulation 9.9.4. in that 'Any sums found to be irrecoverable and any bad debts shall be reported to the Council and shall be written off in the year' and, in accordance with the Accountability and Governance Practitioners Guide (March 2021) at: 5.47 – 'irrecoverable debts should be written off after full consideration of the possibilities for, and the likely costs of, pursuing the debt. Uncollectable amounts, including bad debts should only be written off with the approval of members, or under delegated authority of the RFO'. The reasons for the Council decision were: The executors bank account will have been closed. The two remaining cheques are from people living out of area. It has been 5 years since the cheques were written, they may no longer be in a position to pay and they may no longer live at the addresses on file.

263.21 **Ear Marked Reserves and Asset Register**

Members RESOLVED to formally ADOPT the Ear Marked Reserves balance of £81,000 and the Asset Register balance of £264,883, as presented to Council with the Annual Governance and Accountability Statement on 27 July 2021.

264.21 **Cricket Season 2022**

Members considered the report. For the coming 2022 cricket season, the Council is able to accommodate two teams at the weekend and two teams on Tuesday nights. Swindon Cricket Club wish to play two teams at the weekend as per last season, which was AGREED by Members. However, there were three expressions of interest for Tuesday evenings. Following discussions, Members AGREED that Lydiard Millicent Cricket Club would be invited to play (as the Council agreed they wanted to support the local club) and Monahans Cricket Club would also be invited. This unfortunately meant that The Hop Cricket Club is unable to be accommodated for this season. The Clerk was instructed to notify the teams.

Meeting Closed at 8.02pm