

PLUMSTEAD PARISH COUNCIL

Minutes of Plumstead Parish Council meeting held on Thursday 13 February 2025 at 5.30 pm at Plumstead Church

Parish Councillors: Brian Faulkner (Chair), Ruth Campion-Ridge & Pip Burden

Parish Clerk: Cherrie Woods

Members of the public: None

1. Apologies for absence
Cllr David Logan
Cllr Nick Fulford
2. Record Declarations of interest from members on any item to be discussed
None
3. To approve and sign the Minutes of the extraordinary meeting held on 08 01 25
As proposed by Cllr Campion-Ridge & seconded by Cllr Burden and unanimously agreed to approve the minutes of extraordinary meeting held on 08 January 2025 as a correct record. Minutes were signed by Cllr Faulkner.
4. Open Session for members of the public to speak
No public present
5. To receive reports from County & District Councillors (for information only)
None received
6. Police report
None received. Up to date information is situated in the notice board including details of the Safer Neighbourhood Information meeting.
7. Finance
 - 7.1 To receive clerks financial report and latest bank reconciliation
The Clerk discussed her financial report, including bank position to date as well as producing the latest bank reconciliation which was signed by Cllr Faulkner.
 - 7.2 To note payments and receipts since last meeting (details on financial report)
 - 7.3 To agree Mo Anderson-Dungar for the 2024-2025 annual audit of accounts
As proposed by Cllr Faulkner and seconded by Cllr Burden and unanimously agreed to appoint Mo Anderson-Dungar for the 2024-2025 annual audit of accounts
 - 7.4 To discuss balance in PPC Savings Account and Current and make any decisions
The balances of the bank accounts were discussed including funds in the Savings Account which are currently earmarked as a maintenance fund originally from ex Plumstead Events Group & open gardens as well as funds following cessation of Plumstead 2000. It was discussed that there was a surplus amount of approximately £400. With these arrangements being prior to the clerk being appointed, she investigated this using the documentation available, and the latest balance recorded leaves a surplus of £465.77. As proposed by Cllr Campion Ridge and seconded by Cllr Burden and unanimously agreed to move £400 to the current account which would form part of the general reserves.
8. To receive a copy of the asset register and discuss any amendments
Deferred to the next meeting

9. To receive risk assessment on Parish Council assets and agree any actions

The annual risk assessment was carried out on 5th February, and it was noted that although deemed as a low risk, the concrete base in the flagpole garden is covered in moss therefore needs to be cleaned to reduce the chances of slippage. There were no other areas that required immediate attention however there were areas of maintenance that were required which includes cleaning the flag pole, the shed pushing back following it being treated last year, the 'millennium sign' being treated and cleaned including both metal work and wood surround. The fence surrounding the pond was also discussed and whether the fence surrounding it should be partially or fully upgraded. This is to be discussed later in the year. It was also suggested for improvement to be made to the risk assessment document. The clerk will work on this prior to the next annual risk assessment.

10. Maintenance of Parish Council assets including any updates

Discussed in item 9.

11. To note items for the next agenda/late items for discussion

12. Date for next meeting

22nd May 6pm (Annual Parish Meeting)

22nd May 6.15pm (Annual Meeting of Plumstead Parish Council)

13. Confidential Matters

None

Meeting closed at 18:14pm