

BEYTON PARISH COUNCIL

Minutes of the Virtual Parish Council Meeting held on Monday 7 September 2020

PRESENT: Cllrs G Jones (Chair), A Alderton and J Clark

IN ATTENDANCE: Parish Clerk

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| 20/017 | APOLOGIES: Cllrs Newbury, Orsler, Richardson and Turner | | | | | | | | | | | | | | | | | | | | | |
| 20/018 | DECLARATIONS OF INTEREST: None | | | | | | | | | | | | | | | | | | | | | |
| 20/019 | COUNTY COUNCILLOR’S REPORT: Cllr Otton’s report had been circulated and is Attached. | | | | | | | | | | | | | | | | | | | | | |
| 20/020 | DISTRICT COUNCILLORS’ REPORTS: The reports of Dist Cllrs H Richardson and W Turner had been circulated and are attached. | | | | | | | | | | | | | | | | | | | | | |
| 20/021 | DECLARATIONS OF INTEREST: None | | | | | | | | | | | | | | | | | | | | | |
| 20/022 | PUBLIC FORUM: There were no members of the public present. | | | | | | | | | | | | | | | | | | | | | |
| 20/023 | MINUTES OF PC MEETING HELD ON 14 AUGUST 2020: These were approved and signed. (Previous minutes (July-August are to be forwarded to the Chair for signature following virtual approval .) | | | | | | | | | | | | | | | | | | | | | |
| 20/024 | MATTERS ARISING: | | | | | | | | | | | | | | | | | | | | | |
| 20/025 | <p>FINANCE Bank Account Balances as at 28.8.20: Community: £31,113.60, Deposit: £100.56: Total: £31,214.15 Due to an undelivered bank statement, it was not possible to confirm these figures. Bank Reconciliations: Once the missing statement(s) have been received, the bank reconciliations for April, May, June, July and August will be submitted for approval by Cllr Alderton. Budget Review: Updated budget 07Spt20 circulated by the Clerk was accepted by the members. Sanity check conducted to compare spend for Q1/ 2019 to Q1/20. Q1/19 £3492 Q1/20 £4652 which included 2 nonrecurring costs (£900 for refurbishing the highways edge of the Village Green and £289 repayment of not spent NP Grant) Removing these two exceptional items Q1 expenditures for 2019 and 2020 were considered equivalent. Action Items from Internal Audit: Key points were listed and reviewed. <u>Receipts</u> The following income had been received:</p> <table><tr><td>2.4.20</td><td>7,258.46</td><td>MSDC</td><td>CIL April 2020</td></tr><tr><td>2.4.20</td><td>8,311.00</td><td>MSDC</td><td>1st Half of Precept 2020-21</td></tr><tr><td>8.6.20</td><td>0.03</td><td>Barclays</td><td>Interest 2.3 - 7.6.20</td></tr><tr><td>21.8.20</td><td>4,663.00</td><td>Groundwork UK</td><td>NP Grant</td></tr><tr><td>27.8.20</td><td>2,032.87</td><td>HMRC</td><td>VAT Reclaim 2019-20</td></tr></table> <p>CIL Report for Y/E March 2020 is to be submitted by 25.9.20. (To be signed by two PC members). Payments: The following were approved.</p> | 2.4.20 | 7,258.46 | MSDC | CIL April 2020 | 2.4.20 | 8,311.00 | MSDC | 1 st Half of Precept 2020-21 | 8.6.20 | 0.03 | Barclays | Interest 2.3 - 7.6.20 | 21.8.20 | 4,663.00 | Groundwork UK | NP Grant | 27.8.20 | 2,032.87 | HMRC | VAT Reclaim 2019-20 | <div>Clerk Clerk</div> <div>Clerk</div> |
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| | <p>SALC: Internal Audit for Y/E 31.3.20: £282.00 Community Heartbeat Trust: 1 x Battery View DBP 2003: £223.20 Cllr G Jones: Expenses: 1.11.19-31.7.20: Printer Cartridges: £72.39 (incs £11.56 VAT) Water Container (Geese): £9.41 (incs £1.57 VAT) Litter Pick Refreshments: £200 (incs £15.00 VAT)</p> <p>Bank Reconciliations: April, May, June, July and August 2020 are to be circulated to Members and submitted to the next meeting. (Opening balance of £13,900. Income received 1.4.20 £22,060, spend £4,600 leaving a balance at end July of £31,500.)</p> <p>CIL (Community Infrastructure Levy): Sum carried over from 2018/19: £55.89 (to be spent by September 2023). Confirmation is to be sought that £900 of the PC's CIL funding may be used for refurbishing the highway edge of the Village Green</p> | <p>Clerk</p> <p>Clerk</p> |
| 20/026 | <p>ADMINISTRATION</p> <p>Financial Regulations 2019. It was agreed that this latest version of the Financial Regulations should be adopted. In this connection, it was agreed that Cllr Alderton would relinquish her role as a cheque/bank signatory.</p> <p>Village Green Lease: Nothing to report.</p> <p>Flood Work: Co Cllr Otton has been trying to obtain commencement dates for this agreed work; information is awaited.</p> <p>Cangles Lane: Cllr Clark advised that measurements had been recorded here by SCC and questioned whether this might be in respect of the abovementioned flood work, as he has never seen the Lane flooded (but had mentioned that one property (only) had had its cellar flooded); in this connection, probably due to the lack of drains in Church Road.</p> <p>Quiet Lane: The aforementioned lane had been suggested as being classified as a 'quiet lane'. However, it has just 'appeared' on GPS systems which, it was felt, would jeopardise that status. Cllr Clark is to establish contact with the Quiet Lanes Group, once details had been provided by Cllr Jones in order to remove it.</p> | <p>Clerk GJ</p> <p>PO</p> <p>GJ/JC</p> |
| 20/027 | <p>HIGHWAYS</p> <p>Flood Prevention Work: SCC has confirmed that this work will be done before the year end of this financial year. Cllr Jones has requested a copy of the proposed works – before commencement.</p> | <p>GJ</p> |
| 20/028 | <p>PLANNING</p> <p>(i) Decision Notices: None (ii) Withdrawn Applications: None (iii) New Planning Applications: None (iv) Enforcement Matters: None (v) Appeals: AP/19/00220: The Badgers, Church Road: Erection of 1 no Detached Dwelling. Dismissed. (vi) Other Planning Matters</p> <p>Neighbourhood Plan/Housing Needs Survey: A final draft of the NP has been written. Messrs AECOM have been engaged and will shortly prepare a design code for the village and the two identified sites. A Design Statement is awaited from AECOM.</p> <p>Planning Consultations: New Regulations; the NP lead is to respond on behalf of the NPWG. Cllr Jones will circulate input and respond to SALC.</p> | <p>GJ</p> |
| 20/029 | <p>COMMUNITY</p> <p>Litter Pick: The next Litter Pick was agreed for Saturday 24 October.</p> <p>Possible Fencing of Play Area: It was agreed to remove this item from the agenda.</p> | <p>GJ Clerk</p> |
| 20/030 | <p>CORRESPONDENCE: Nothing to report</p> | |
| 20/031 | <p>MATTERS OF REPORT ONLY: Nothing to report.</p> | |

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| 20/032 | MATTERS FOR CONSIDERATION AT NEXT MEETING | |
| | Review of the Risk Assessment (including Internal Control) and Register of Assets | |
| 20/033 | The meeting closed at 2030 hours. | |
| | DATE OF THE NEXT MEETING: Monday 7 October – using Zoom Teleconferencing. | |

Signed

(Chair) 05 October 2020