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BURTON OVERY PARISH COUNCIL

MINUTES OF A MEETING HELD – Tuesday 21st July at 7.30pm

Present : Cllr Carolyn Carson (Chairperson)
Cllr Sarah Rankine
Cllr Bob Warwick

The Clerk

20/239. Apologies – were received and accepted from Cllr Fletcher

20/240. Questions from members of the public – none

20/241. Declarations of interest – none

20/242. Approval of Minutes 21.07.20 – approved and signed remotely

20/243. Matters arising not on the agenda – It was agreed that an autumn village newsletter may be appropriate and this would be confirmed nearer to the time. As printing and distribution may be problematic an electronic version could be produced.

20/244. Planning – to consider

a. Village greens – to be considered at the next meeting. It was noted that the recently revised Gt Glen Neighbourhood Plan included a new village green.

b. Ref. No: 20/00674/FUL – amended – Amberstone, Scotland Lane – The modifications to the roofline made as a response to the views of the HDC conservation officer, were noted, and it was agreed that there was no comment to make.

c. Ref. No: 20/00970/AGR - Manor Farm, Back Lane – It was noted that the proposed buildings were set well back from the road and it was agreed that there was no comment to make.

20/245. Planning decisions – noted. The appeal dismissal for 2 London Road was welcomed.

20/246. Employment Responsibilities – submission of auto-enrolment re-declaration – noted.

20/247. Finances

a. Payments of £211.27 (Clerk's net salary July), £52.80 (PAYE month 4) and £3,373.68 (Street light conversion) were agreed. Clerk to set up and Cllr Rankine to authorise.

b. On-line payments of £35 (data protection registration), £14.39 (Zoom Pro),

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£52.80 (Mon 2 PAYE), £338.40 (insurance), £50 (training), £30 (broadband) and £211.27 (Clerk's net salary June) were noted and initialled remotely.

c. Bank Reconciliation 29.06.20 – Approved and signed remotely. The current a/c balance as per statement £4,521.46 and the instant access a/c balance as per statement £5,534.50.

d. Budget Report Quarter 1 – received. The need to make 2021-22 budget provision to increase the reserves was noted together with additional improvements to the layout of the 'Reserves' section.

e. Exercise of Public Rights – It was noted that the period during which the public had the right to examine the council's financial records concluded on the 30th July. To date there had been no requests to examine documents. It was agreed that transparency was important and could be a subject for the next village newsletter.

20/248. Insurance

a. Schedule of assets insurance values – It was noted that the council was the insured for the value as stated on the schedule. Clerk to determine the extent of liability of various items and whether the insurance values need to be adjusted.

b. Schedule for safety checks – Clerk to draw up asset lists for the councillors and clerk to report on, monthly, at the council meeting.

20/249. VE Day commemorative item – to be considered at the next meeting.

20/250. Tree Planting - It was noted that the National Tree Week is 28/11 – 6/12 2020. Cllr Rankine to liaise with Cllr Goddard regarding a grant application.

20/251. Litter Pick – Cllr Warwick to liaise with Cllr Rankine regarding arrangements for a private event in the village on Saturday 19th September.

20/252. Items for the next agenda – none other than those mentioned above.

Date of next meeting – early September and to be determined in relation to planning applications received.

The meeting finished at 8.20pm

Signed

Date

Members of the public are invited to all Parish Council meetings