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BURTON OVERY PARISH COUNCIL

MINUTES OF A MEETING HELD – Tuesday 16th June at 7.30 pm

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

The Clerk

20/224. Apologies were received and accepted from Cllr Goddard.

22/225. Questions from members of the public – None

20/226. Declarations of interest – Cllr Carson declared an interest in Item 20/232 b.

20/227. Approval of Minutes 19.04.2020 – Approved and signed remotely in view of all participants.

20/228. Matters arising not on the agenda – The Clerk reported that no update had yet been received regarding the next village newsletter. Clerk to chase.

20/229. To consider emergency Covid 19 information & measures – None

20/230. BOPC Volunteer & Support Scheme – It was agreed that the scheme was working well and although things were much quieter it was not yet time to consider changes. It was agreed that one of the Whatsapp groups would be a useful means of general parish council communication with residents but noted that as the responsible body, the parish council would need to remain the sole administrator.

20/231. Covid 19 related street signs – Cllr Carson reported that the owner of the signs had agreed that all could now be removed.

20/232. Planning – to consider

a. Village Greens – It was noted that designation of village greens could be approached by two routes, application and the revision of the Neighbourhood Plan. It was noted that N.Plans were required to be reviewed every 3-5 years and that grants were available to support this work. It was agreed that the matter would be considered again at the next meeting and Cllr Fletcher to seek further advice.

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Cllr Carson left the meeting and Cllr Rankine took the chair for the next item.

b. Ref. No: 20/00641/FUL - The Higher House, Main Street –After consideration of this application in the light of current planning law, it was agreed that no objection would be made.

Cllr Carson resumed the role of chairperson.

c. Ref. No: 20/00643/FUL - Thornvale Cottage, Bell Lane - After consideration of this application in the light of current planning law, it was agreed that no comment would be made.

d. Ref. No: 20/00674/FUL – Amberstone, Scotland Lane - After consideration of this application in the light of current planning law, it was agreed that no comment would be made.

20/233. Planning to note – Approval for the planning application for Wheatridge, Main Street, was noted.

20/234. Finances

The Clerk reported that payment of the Clerk’s salary had been missed off the agenda in error. Payment of the Clerk’s June salary of £264.07 gross was agreed. Clerk to set up bank transfers of £211.27 net salary and £52.80 PAYE, Cllr Rankine to authorise.

The Clerk further reported that an invoice from Came & Co for parish council insurance had been missed off the agenda in error. A payment of £338.40, £8.40 over budget, was agreed. Clerk to set up, Cllr Rankine to authorise.

a. A payment of £50 (LRALC training) was agreed. Clerk to set up, Cllr Rankine to authorise. It was noted that a payment of £14.39 (Zoom Pro) had been made, as agreed, between meetings by the Clerk using the Clerk’s debit card.

b. On-line bank payments of £30 (Broadband), £211.27 (Clerk’s net salary May) & £52.80 (Mon 1 PAYE) were noted and initialled by the chairperson remotely in view of all participants.

c. Presentation of Accounts

1. Payments & Receipts ledger – Approved and signed by the chairperson remotely in view of all participants.

2. Annual Internal Audit Report & supplementary recommendations – Received. The Clerk reported that an appropriate safety checking schedule for street furniture had been requested from the insurers. It was agreed that insurance value of the council’s assets would be reviewed, to ensure the values reflect current replacement costs.

3. AGAR section 1 – Annual Governance Statement 2019-20

Following review and consideration, the annual governance statement was approved and signed by the Chairperson remotely in view of all participants. The Clerk/RFO to sign after the meeting on return of papers.

4. AGAR section 2 – Accounting Statements 2019-20 – Following review and consideration, the accounting statements were approved and signed by the Chairperson remotely in view of all participants, the Clerk having previously signed the statements, on presentation to the internal auditor.

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5. Certificate of Exemption from limited assurance review 2019-20 - Following review and consideration, the Certificate of Exemption was approved and signed by the Chairperson remotely in view of all participants. The Clerk/RFO to sign after the meeting on return of papers.

It was noted that all required documents would be sent to the external auditor and uploaded onto the parish council website.

6. The dates of the period for the exercise of public rights were confirmed as **Friday 19th June – Thursday 30th July**. It was noted that in the event of electronic copies not being sufficient, the Clerk would request the use of the village hall in order to display the documents required.

20/235. VE Day commemorative item – Cllrs Carson & Goddard to liaise and to be considered next meeting.

20/236. Tree Planting – Cllrs Rankine and Goddard to liaise and to be considered at the next meeting.

20/237. Items for the next agenda – Litter pick update in addition to those listed above.

20/238. Date of next meeting was confirmed as Tuesday 21st July.

The meeting finished at 8.30 pm

Signed

Date

Members of the public are invited to all Parish Council meetings