

DRAFT MINUTES: of a Parish Council Meeting held via Zoom video conference on Wednesday 9th September 2020 commencing at 7.33pm.
PRESENT: Parish Councillors: Dawn Rimmer (Chairman), Simon Gardner, Lisa Rose, Geoff Cuthbert and Else Ogden
IN ATTENDANCE: Ruth Waller, Clerk

The public were invited to address the council on specific agenda items as the meeting progressed, if they so wished.

200909/1 To receive and consider apologies for absence. Apologies were received and accepted from Cllr Swallow who was unable to attend due to work commitments.

200909/2 To receive Declarations of Interest on items on the Agenda. (Localism Act 2011): None were declared.

200909/3 To approve the minutes of the Parish Council Meeting held on the 1st July and the Extraordinary Council Meeting held on the 22nd July 2020 both via Zoom video conference. The minutes of both these meetings were approved as a true record and will be signed by the Chairman at the next physical meeting of the Parish Council.

200909/4 To receive Clerk's Report circulated prior to the meeting and agree actions: The Clerk's report included any matters arising from the previous minutes and had been circulated to Cllrs prior to the meeting. Its contents were noted and no further actions were required. The Clerk also provided an update relating to the free trial of the Scribe software package. Clerk was asked to establish the cost of this package and report back at the next meeting.

200909/5 To receive comments and concerns from the public: None.

200909/6 To receive update on BT's proposal on the removal of a public call box from Guiting Power Parish: No further update had been received from either CDC or BT. The matter was therefore deferred to the next Council meeting.

200909/7 To receive update regarding 2nd Phase of Playground Project: Cllr Rimmer confirmed that the payment to Touchwood had now been made. The final report and the VAT re-claim remained outstanding. Therefore, this matter would be included in the next agenda for a further update.

200909/8 To consider and note planning applications:

- I) 20/01903/FUL: (new details) Application for Demolition of C20th open fronted garage and erection of new part subterranean extension providing boot room, utility, gallery and entertainment space, lean to addition to south wing of main barn, erection of a garage and stable building at Tally Ho Barn Cloud Hill Guiting Power : Council agreed that no further response was required to the new details relating to this application.
- II) For noting: Various tree works permitted incl, Castlett Cottage, The Butts
- III) For noting: 20/02032/FUL | Guiting Manor Farms Guiting Power GL54 5UX: Permitted

200909/9 To confirm arrangements for Remembrance Day: Mike Edward has again volunteered to organise the Commemoration Events for 2020. St Michael's and All Angels, Guiting Power was the central church this year. Payment of £30 for the trumpeter and £20 for a wreath was approved, on proof of receipt/invoice in line with the Council's budget.

200909/10 To discuss Christmas tree arrangements 2020: Cllr Ogden confirmed that The Trust had donated a tree for the Village Green this year. It was hopeful Cllr Swallow would again organise the tree lights. Children would be invited to provide decoration to put on the tree. Confirmation of any costs and further details would be given at the next meeting.

200909/11 To consider the Council's responses, if any, to the following Consultations:

- i) Changes to the current planning system
- ii) Planning for the future - the planning white paper
- iii) Transparency and competition: a call for evidence on data on land control

Council resolved that this Parish Council had no comments to submit relating to any of the above Consultations.

200909/12 To consider submitting any resolution for debate at GAPTC's AGM: Council agreed that there were no resolutions to submit to GAPTC.

200909/13 To discuss proposals regarding the Extension of the Church Burial Ground and Parish Council's responsibilities: Due to current COVID restrictions there had been no progress on this matter by the Church. Therefore, the item was deferred to the next Council meeting.

200909/14 To consider Clerk's request for review of contracted hours and agree next actions: The Clerk had recently informed the Chairman that she had regularly been completing more than the contracted 4 hours. Cllr Rimmer proposed that a review was undertaken of the Clerk's job description and hours worked by Cllr Cuthbert. All Councillors and the Clerk agreed with this proposal and this would then be fed back to Council for further consideration.

200909/15 Finances:

- a) **To approve current statement of accounts, budget vs expenditure and bank reconciliation (as circulated)** The accounts were approved and a bank reconciliation performed. The bank statements and bank reconciliation would be signed by the Chairman once Government restrictions had been lifted.

BANK RECONCILIATION AT 5th SEPTEMBER 2020			
Period to 31st August 2020			
Lloyds Current Acc: 00896036		£	
Balance per statement		£	3,312.84
Outstanding receipts			
NIL		£	-
Less unrepresented chqs			
		£	-
Balance		£	3,312.84
Scottish Widows Acc			
Balance per statement		£	2,927.46
Outstanding receipts			
NIL		£	-
Less unrepresented chqs			
NIL		£	-
Balance		£	2,927.46
Total Balance			<u>£6,240.30</u>
Cash book Summary			
Opening Balance 01.04.20		£	3,817.91
Add receipts to date		£	12,909.00
Less payments to date		£	13,412.07
Cash Book Balance		£	3,314.84
Balance per Scottish Widows acc		£	2,927.46
Reconciled Balance			<u>£6,242.30</u>
Balance to carry forward			<u>£6,242.30</u>

GUITING POWER PARISH COUNCIL - BUDGET vs EXPENDITURE FOR 2020-21										
	Budget	Budget	Actual	Antic.	Antic. Total	Remainder	Actual	Antic.	Total	
	2019/20	2020/21	to	from	to	of Budget	Income	Income	Income	
			31.08.20	01.09.20	31.03.21	+ / -	31.08.21	01.09.20	31.03.21	
Precept	3585.00	3657.00					2743.00	914.00	3657.00	
Council Tax Support Grant	0.00	0.00					0.00	0.00	0.00	
Bank interest	1.00	1.00					0.22	1.00	1.00	
VAT refund	160.00	1989.56						1989.56		
Donation	100.00	0.00					1166.00		1166.00	
Grant (Playground)							1000.00		1000.00	
Donation	625.00	700.00						700.00		
Donation	20000.00	9247.82					8000.00		8000.00	
TOTAL	24471.00	15595.38					12909.22			
Staff Costs	2221.00	2221.00	619.79		619.79	1601.21				
Admin expenses	250.00	250.00			0.00	250.00				
Insurance	600.00	600.00	534.06	0.00	534.06	65.94				
Audit Costs	280.00	200.00	165.00		165.00	35.00				
Defibrillator costs	75.00	75.00		0.00	0.00	75.00				
Meeting room hire	280.00	150.00			0.00	150.00				
Subscriptions	250.00	250.00	128.64		128.64	121.36				
Training	275.00	200.00			0.00	200.00				
Donations	0.00	0.00		0.00	0.00	0.00				
section 137	0.00	0.00		0.00	0.00	0.00				
Equipment/maintenance costs	500.00	500.00		500.00		500.00				
Newsletter	80.00	80.00		0.00		80.00				
Playground	5125.00	9247.82	9971.32	0.00	9971.32	-723.50				
Wreath		20.00				20.00				
Xmas Tree	50.00	50.00		0.00		50.00				
VAT Paid	160.00	1989.56	1993.26	0.00	1993.26	-3.70				
Fireworks	570.00	700.00		0.00	0.00	700.00				
Annual Assembly	50.00	30.00		0.00	25.00	5.00				
Reserve (playground)	1390.09			0.00	0.00					
TOTALS	12156.09	16563.38	13412.07	500.00	13437.07	3126.31	25818.44	3604.56	13824.00	
Reserves as at 1.4.20					£ 3,817.41					
Income during year					£ 12,909.22					
Plus Scottish Widow acc (Reserve)					£ 2,927.39					
Expenditure during year					£ 13,412.07					
Minus Playground funds held in reserve					£ 1,390.09					
Antic. reserves at year end (inc Scot Widows)					£ 4,851.86					
Balance to carry forward					£ 1,924.47					

b) **The following payments were approved:**

Payments made between meetings (delegated powers):					
					None
Payments to be Approved:					
Cheque No	Amount	Payee	Purpose	Authority	VAT to be re-claimed
	£573.20	Mrs R Waller	July-Sep Salary	LGA 1972, s.112(2)	None
	£116.00	HMRC	Tax	LGA 1972, s.111	None
	£12.75	PATA UK	Payroll services	LGA 1972, s.111	None

- c) **To consider the use of Internet Banking and options available to the Parish Council:** The Clerk confirmed that the Council's Financial Regulations included use of Internet Banking. Unity Bank and Lloyds had both been considered. Cllr Cuthbert proposed that the Council registered with Lloyds Business Banking for Internet Banking. Councillors agreed with the proposal to set up Internet Banking an Cllr Rimmer would investigate setting this up

200909/16 For Information Only: Cllr Cuthbert provide an update in relation to the Website and confirmed that it now compatible with the accessibility guidelines. An accessibility statement was also now published as legally required.

Cllr Rimmer requested that The War Memorial was included in the next agenda, following concern regarding possible damage from visitors.

The Clerk alerted members that a Constable's Piece Meeting would also be required in November,

The **Chairman** concluded the meeting at 8.07pm and thanked everyone for their attendance. The next full Parish Council meeting will be held on Wednesday 11th November, 7.30pm again via Zoom.

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Chairman

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Date