

Draft Minutes of Stoke Golding Parish Council

Minutes of the 413th meeting of Stoke Golding Parish Council held in the Village Hall on Monday 23rd March 2020

Attendance: Cllr R Terheege (in the chair), S Beale, C Pegg, R Fisher, A Clover, A McLean Parish Clerk Theresa Case.

413/1 To receive apologies for absence: Cllr N Smith.

- It was **AGREED** that Cllr Smith would be absent from meetings for a period of six months until October 2020.

413/2 To receive declarations of interest on items on the agenda and dispensations:

The following was **RESOLVED:**

- It was **NOTED** that there were none.

413/3 Public participation – to consider any comments by the public on items on the agenda:

The following was **RESOLVED:**

- It was **NOTED** that there were no comments.

413/4 To confirm the minutes of the 412th meeting of the Parish Council:

It was **RESOLVED** that the minutes of the Parish Council meeting held on 4th March 2020 were unanimously **AGREED** and the Chairman signed the minutes of the 412th meeting as a correct record of the meeting.

412/5 To consider draft end of year report on the Council's accounts including budget update, grant/project report, allocated reserves report, NP accounts and approve ring-fenced reserves

The following was **RESOLVED:**

- The following documents were unanimously **AGREED:**
- End of year accounts summary.
- End of year budget comparison.
- Updated budget figures and report.
- Allocated reserves report.
- Projects and allocated budgets report including grants.
- Neighbourhood Plan accounts summary.
- It was **AGREED** to ring fence £500 election budget and £763.00 remaining tree budget.

413/6 To authorise a schedule of regular payments for financial year 2020/21

The following was **RESOLVED:**

- A schedule of regular payments for salaries and on-going contracts was unanimously **AGREED** and the Chairman signed the schedule.

413/7 To authorise a schedule of other payments due from April 2020

The following was **RESOLVED:**

- It was **AGREED** to proceed with CPRE annual membership renewal, at a cost of £36.00.
- It was **AGREED** to proceed with cemetery administration expenses, at a cost of £78.16.
- It was **AGREED** to proceed with LRALC membership renewal, at a cost of to be confirmed.
- It was **AGREED** to proceed with Leicestershire and Rutland PFA membership renewal, at a cost of £30.00.
- It was **AGREED** to proceed with annual renewal of insurance with Zurich Municipal, at a cost of £2,296.14
- It was **RESOLVED** that the schedule of payments for April was unanimously **AGREED** and the Chairman signed the schedule.
- The Parish Council to proceed with payments as follows: pavilion electricity £24.00, admin – clerk's salary and office expenditure £731.24, ground maintenance – contract £1,617.73, HBBC trade waste for village hall/pavilion £96.20, HBBC litter/dog waste collection £694.98, CPRE annual membership £36.00, cemetery administration expenses £78.16, Groundwork UK (NP grant repayment), HBBC (non-domestic business rates £686.13, also LRALC (annual membership) and Water Plus Ltd (village hall/pavilion supply) amounts to be confirmed.

413/8 To delegate authority to make decisions on behalf of the Council to the Clerk in the event that it is not possible to convene a meeting of the Council

The following was **RESOLVED**:

- In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the Council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the Council where such decision cannot reasonably be deferred and must be made in order to comply with commercial or statutory deadline. The delegation does not extend to matters expressly reserved to the Council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under the delegation must be recorded in writing and must be published in accordance with relevant regulations. This delegated authority ceases upon the first meeting of the Council after the council meeting at which the delegation was put in place.

413/9 To approve any other action necessary in response to the Covid-19 outbreak

The following was **RESOLVED**:

- It was **NOTED** that a statement from the Parish Council had been issued on the Stoke Golding Village Website, the Stoke Golding Community Facebook Page and in the Stoker.
- To **ACTION** the clerk to continue to post relevant information updates on the Stoke Golding Village Website and the Stoke Golding Community Facebook Page.

413/10 To consider items needed to be brought to public's attention

The following was **RESOLVED**:

- It was **AGREED** that any relevant information regarding the local arrangements for the Covid-19 outbreak would be brought to the public's attention as they arise.

413/11 To consider the date of the next meeting

The following was **RESOLVED**:

- It was **AGREED** that Parish Council meetings will be suspended until further notice and subject to further guidance.

The meeting closed at 7.25 pm