

MINUTES OF A PARISH COUNCIL MEETING OF STALLINGBOROUGH PARISH COUNCIL HELD ON WEDNESDAY 13th MAY 2020 AT 7.30 PM VIA THE ZOOM VIRTUAL PORTAL

Present: Cllr. Gilbert (Chairman)
Cllrs. Scott, Nicholls, Reed, Sears, Genny and Crofts
(All members present through audio and visual means via Zoom portal)
Clerk *(present both through audio and visual means)*

Apologies: None received.

There were no others present and there had been no requests to access the meeting.

20/13 To receive and accept apologies for absence

None received and all present.

20/14 Declarations of Interest

None made.

20/15 To approve minutes of previous meeting in April 2020

Minutes as circulated approved and virtually signed by the Chairman.

RESOLVED: That minutes be accepted as true record of the meeting.

20/16 Police Report for information only

Received, circulated and noted.

20/17 Highways/Footpaths/Traffic Issues

a) To receive update on any highways/footpaths/traffic issues from Clerk

Clerk advised that works had already commenced by NELC on the informal crossing. Noted.
PROW needed attention and Clerk would report to NELC. Noted.

20/18 Planning Matters

The following planning applications were considered:

None received to date of publication of agenda

RESOLVED: That were no comments to submit.

Planning decisions for information – circulated as received.

To receive any other planning correspondence – none received.

20/19 Future Dates (for information only)

Next meeting date – Wednesday 10th June 2020

Any other future dates

20/20 Correspondence/Information Update/Parish Matters

a) To consider next edition of Newsletter – June/July 2020 – and agree any actions including appointment of new distributor

Agreed that Newsletter should still be published in hard copy format and if distributors could not distribute, then the members would volunteer to carry out. Clerk to ask local businesses within the village if they wished to contribute.

RESOLVED: That June/July edition be printed and circulated in hard copy format as usual

- b) To receive report on status of Hall, consider any outstanding repairs or maintenance issues during closure and agree any necessary actions

Clerk advised that all outstanding issues had been completed including carbon monoxide alarm. Noted.

- c) To receive correspondence re volunteer help within Village and receive update from Chairman on help leaflet distributed

Chairman thanked all the members who had helped with the distribution of the leaflets and Clerk would also print the leaflet in the next edition of the Newsletter. Noted.

- d) To receive update from Government on restriction guidelines and consider any appropriate actions in respect of Stallingborough Village Hall

Clerk had circulated new guidelines with timetable for easing of lockdown measures. Preparations underway in Hall included provision of sanitiser dispensers in porch, main hall and lounge area and deep clean had been completed. Clerk to table hall opening timetable on June agenda for members to consider implications and any possible actions.

RESOLVED: That the Council monitor the guidelines timetable from Government and apply Considerations to reopening of Village Hall at appropriate time

20/21 Finance

- a) To approve payment list for May 2020

Payments authorised. Clerk advised all invoices would be filed as usual and members were free to inspect when able to do so. Noted.

RESOLVED: That all payments be made as per list circulated.

- b) To receive final year accounts for fy 19-20, bank reconciliation for approval

Final year accounts, bank statement to end of year and account reconciliation to the bank statement formally approved and virtually signed by Chairman.

RESOLVED: That final year accounts be approved by the Council

- c) To receive update on internal and external audit schedules and agree any necessary actions, including schedule for internal audit

Clerk advised that Annual Return would be submitted to June meeting depending on Mrs. Stennett, the internal auditor, being able to complete the internal audit within that timeframe. Clerk to advise all members of when internal audit would take place. Noted.

Personnel Items

20/22 Exclusion of Press and Public

RESOLVED: exemption of press and public for remainder of meeting on the grounds that discussion of the following business is like to disclose exempt information contained within Paragraph 1, Part 1 of Schedule 12A of the Local Government Act 1972 (as amended)

20/23 Personnel Items

- a) To approve salary payments as per schedule circulated

Salaries approved to be paid as per schedule.

RESOLVED: That salaries be paid as per schedule circulated.

- b) To receive update on job retention scheme and agree any necessary actions

Clerk advised that reimbursement of 80% for April had been received. Members agreed to maintain furloughed staff for May 2020 also and Clerk to submit claim for May. Ongoing situation to be considered at next Council meeting.

RESOLVED: That staff furlough be maintained for May 2020 and consideration given at Next PC meeting for continuing scheme dates

The Chairman closed the meeting at 8.02 pm.

Signed:

Date: