

## NETHERBURY PARISH COUNCIL

### MINUTES OF THE VIRTUAL PARISH COUNCIL MEETING 2<sup>nd</sup> JUNE 2020

**PRESENT:** Cllr. Robert Bowditch; Cllr. Richard King; Cllr. Graham Hawkins; Cllr. Chris David; Cllr. Yvonne Dyke; Cllr. Caroline Pearce; Cllr. Peter Bailey; Cllr. Clare Handford; Cllr. Mark Rogers and Cllr Antony Alford.

**ATTENDANCE:** Jessica Teasdale (Clerk)

#### **1. APOLOGIES AND APPROVAL OF ABSENCE**

Apologies were received from Cllr Bob Huxter. This was approved by the Council.

#### **2. DISCLOSURE OF INTEREST AND DISPENSATIONS**

None received

#### **3. MINUTES OF THE LAST MEETINGS**

A copy of the minutes from the Parish Council General Meeting held on the 28<sup>th</sup> January was confirmed as a true and accurate record and would be signed by Cllr Bowditch.

#### **4. PUBLIC PARTICIPATION**

There were no members of the public present.

#### **5. MATTERS ARISING AND ACTIONS UPDATE (not covered elsewhere on the agenda)**

Cllr Bailey reported that the planning application at Seaview, Salway Ash, had been rejected. The applicants are considering an appeal.

Cllr Bailey and Cllr Rogers have put costing and ideas for a climate change awareness exercise on hold given the current pandemic.

The lengthsman carried out work within the parish that had been identified by Cllr Bailey.

The play equipment has been officially ordered by the parish council and is ready to be installed when current restrictions allow.

#### **6. TO NOTE APPROVAL OF UPDATED DOCUMENTS IN RESPONSE TO COVID 19**

##### **a) Financial Regulations**

In response to the country going in to lockdown and following advice from Dorset Association of Town and Parish Clerks and the National Association of Local Councils, Councillors voted remotely in favour of amending budgetary controls and the authority to spend (paragraph 4.1). The amount was adjusted from £100 to £500, which allows the clerk, in conjunction with the chair, to authorise payments below £500. This change allows the council to continue to operate. All payments made will be ratified by full council so that spends can be noted and recorded through the minutes. Councillors agreed retrospectively to this change.

##### **b) Standing Orders**

Following advice and guidance from Dorset Association of Town and Parish Clerks and the National Association of Local Councils, Councillors voted remotely in favour of adding an additional paragraph: 'Periods of Restricted Activity' to the Standing Orders. Council decisions are delegated to the Chair and / or Vice Chair and Clerk during any period of restricted activity declared by the government. This delegation is to enable the council to fulfil its responsibility to its residents. Councillors agreed retrospectively to this change.

## 7. ACCOUNTS

### a) Annual Governance and accountability Return 2019/20

#### 1) To consider and approve Certificate of Exemption

The Clerk discussed the Certificate of Exemption from a limited assurance review as the council meets the criteria. Cllr Bowditch proposed that the authority certify itself as exempt, seconded by Cllr King. With a show of hands all were in favour.

#### 2) To consider and approve Annual Internal Audit Report (including internal audit letter and reconciliation)

Councillors considered the reports. Cllr Bowditch proposed approval of the Annual Internal Audit Report, seconded by Cllr King. With a show of hands all were in favour.

#### 3) To consider and approve Annual Governance Statement 2019/20

Councillors considered the statement. Cllr Bowditch proposed approval of the Governance Statement, seconded by Cllr King. With a show of hands all were in favour

#### 4) To consider and approve Accounting Statement 2019/20

Councillors considered the statement. Cllr Bowditch proposed approval of the Accounting Governance Statement, seconded by Cllr King. With a show of hands all were in favour

### b) To note approval of the following invoices authorised using Financial Regulations

1) Steve Lee, Lengthsman £288, £324 and £288

2) Clerk (Expenses) £26.10

3) DAPTC training (Clerk) £17.50 and £10.00

4) CB Reid £31.20 (Payroll Services)

5) Visionict £150 and £54 (Website hosting and Accessibility Statement)

6) CAB £250 (Donation)

7) Zurich Insurance PLC £385.03 (Annual insurance premium)

8) Internal audit invoice of £60.00

All of the above spends were noted by the council.

### c) To note reference given to Dorset Community Foundation for successful grant application of £1,000 for Salway Ash, Netherbury and Melplash Community Support Group

The parish council provided a reference for the community support grant application. The parish council currently holds £1,000 following the successful grant application. Cllr Pearce reported that currently there is no demand for the funds. This would be continually reviewed with the possible opportunity of donating some of the funds to the local CAB and Dorset Mind who have been supporting residents. Cllr Handford asked that it be noted that should any funds be available that a donation could be made to Mapperton Meals. Meals are being provided free of charge twice weekly to some residents in the parish.

## ANY OTHER BUSINESS

A resident had contacted Cllr Alford and the parish council regarding the speed of vehicles driving through Melplash. Cllr Alford has spoken to Highways and the No Excuse Team, who will carry out speed checks. The parish council owns a speed gun which can be used by the local community. Cllr Alford reported that the council is currently producing new guidance for speed community groups on social distancing. Councillors discussed other possible speed restrictions that could be used within the village. The clerk would approach Dorset Highways to discuss this and it is hoped that this can be reported on at the next meeting.

**Action:** The clerk to write to the resident to update on them on action to date. Cllr David to locate the speed gun.

A resident had contacted a councillor regarding the speed of vehicles driving through Salway Ash. Councillors agreed that the main concern was along the stretch of road by the primary school.

**Action:** Cllr Alford agreed to look in to this on behalf of the parish council. The Clerk would write to the resident.

The completion notice has now been received for the phone box in Salway Ash. The box will be used as a community resource. Cllr Pearce requested if the parish council would pay a nominal amount

towards any expenses. With a show of hands all were in favour. RKS Electrics are due to provide a quote for electrical work.

A large fire north of Salway Ash had been reported to and seen by councillors. A fire engine had been called to the scene. Concerns about what was being burnt were discussed.

**Action:** Cllr Alford agreed to pay a visit to the site.

Cllr King reported that a lease has been drawn up between Netherbury Parish Council and Netherbury Playing Field Committee. This would be shared with councillors for comments. Cllr Handford reported that the committee had produced a new constitution. Cllr Handford would share this with councillors.

The meeting closed at 8.10pm.

Date of next meeting 14<sup>th</sup> July at 7.30pm