

CROPTON PARISH COUNCIL

Minutes of the Council Meeting held on 28 April 2020 by ZOOM.

Present: Tony Warnock-Smith (Chair), Moira Taylor, Melanie Bailey, Richard Maher.

1 APOLOGIES

None.

2 MINUTES

The minutes of the meeting of 21 January 2020 were considered but not approved because of the delay in publication and would be brought to the next meeting.

3 DECLARATIONS OF INTEREST

There were no declarations of interest.

4 LEGALITY OF MEETING

It was noted that because of the Covid 19 pandemic the meeting due to be held on 24 March had been postponed and that since 4 April 2020 it become legal for parish council meetings to be held virtually. As this was the first such meeting to be held by the Parish Council only the business which had to be transacted would be considered and all other current matters would be deferred to a subsequent meeting.

5 PLANNING APPLICATIONS

i. The following planning application consultations was considered:
20/00034/HOUSE (High Coppice Farm). MB reported that she had been unable properly to gauge the proposed development from the plans which were available and having discussed the application with the planning officer concerned was to visit the site at an appropriate time. An extension of the consultation period had been agreed.

6 FINANCE

- i. Resolved to ratify the authorisation for the procurement of the services of M. Aconley for clearing the Back Lane at the cost of £350 and to authorise payment to M. Aconley for £350.
- ii. The updated financial statements were noted.
- iii. TWS agreed to prepare and circulate a draft budget for the new financial year 2020/21.
- iv. Resolved to authorise the procurement of grass cutting services for the rest of 2020 to a maximum spend of £600.
- v. Resolved to authorise the procurement of services for the repair of the Back lane steps by M. Aconley and to determine whether to commit to a full repair of the steps and the handrail at £300 or a more limited repair at £160 when the Budget had been agreed.
- vi. It was noted that at the next meeting the Year End business would have to be considered. Accordingly it was necessary to appoint an internal auditor to prepare the Annual Internal Audit Report for 2019/20 and RM undertook to make enquiries of suitably qualified persons for the purpose. It was also noted that the Annual Governance and Accountability Return 2019/20 and the Accounting Statements for that period would have to be considered and TWS agreed to prepare them as necessary. The deadline for filing the Certificate of Exemption for 2019/20 was 31 July 2020.

7 NEXT MEETING

The next meeting would be on Tuesday 26 May 2020 at 5.00 by ZOOM.