

**SYNOPSIS OF ACTIONS TAKEN BY PARISH COUNCIL DURING
THE CORONAVIRUS LOCKDOWN FROM 23RD MARCH 2020**

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<u>Note</u>	Delegated powers were agreed for both the Clerk – Helen Readman and the Responsible Financial Officer – Cllr. Ms Marshall. Approval was sought also from Council members.
<u>Insurance Renewal</u>	Cllr. Mr. Britton reviewed the cover and agreed that it was adequate, and with Cllr. Ms Marshall the Asset Register and Insurance valuations for Parish Council property were checked and agreed.
<u>Annual Accounts</u>	The completed annual accounts were submitted to the Internal Auditors and approved. They completed the I.A. form for the External Auditors and sent a complimentary report regarding the accounts and points for the PC to consider.
<u>Asset Register</u>	This was brought up to date and the new figure of £65.151, approved by councillors, included on the financial return to the External Auditors.
<u>Annual Governance and Accountability Return 2019/20</u>	This was completed by the R.F.O. approved by all Councillors, signed by the Chair and posted on the website, in accordance with legal requirements, by Cllr. Ms Weston – who has assumed responsibility for the website in the absence of former Cllr. Mr. Waterhouse. There was a huge vote of thanks to the R.F.O. for the very considerable amount of work involved in this connection.
<u>Outstanding Faculty Regarding Church Lighting</u>	The vicar, Revd. Chris Wilton, had written to the Chair c/o the Clerk referring to a meeting which took place on the 31st May 2017, suggesting that the points raised at that meeting be ratified in order that a retrospective faculty could be agreed. The Chair replied in the affirmative.
<u>Telephone Banking</u>	The R.F.O. had attempted to obtain this facility by email, but was instructed to apply in writing. A formal letter was required, countersigned by the Chairman and one other signatory on the account.
<u>Azure Trees Dispute</u>	There was disagreement over the initial account received, and after discussion with both the Chair and Cllr. Mr. Fryer it was decided to dispense with the services of Azure Trees, and pay only £250 to cover the first month for which they had been engaged. The cheque was not cashed, was stopped at the bank, and a direct transfer made instead.
<u>Pump Yard Opposite the Church</u>	The renovation was completed by Jem Partington, who very public-spiritedly only charged expenses. A small token of appreciation was given to him and his wife.
<u>Financial Matters</u>	Payments had been made as follows:- Clerk's March , April, May and June salaries Clerk's expenses £110.35 February to May £250 to Azure Tree Services (no VAT) Moulds & Co. for payroll work £30 + £6 VAT Gardens by David £50 for regular playground inspections £36 C.P.R.E. membership renewal £427.26 Parish Council Insurance £321.64 npower for street lighting £100 contribution to Parochial Church Council £2187.50 + £437.50 VAT to David Ogilvie for new seats £105 agreed annual contribution to library £300 to Yorkshire Internal Audit Services for annual audit fee £350 to Terry Carr for winding the church clock £500 to David Glassby for work to seating, also repairs to wall £289.71 to Jem and Tina Partington for expenses incurred in refurbishing the pump yard The bi-annual precept of £13132.50 was received from Selby District Council on the 30th April 2020.