**STAUNTON COLEFORD PARISH COUNCIL**

**MINUTES OF THE VIRTUAL ANNUAL PARISH COUNCIL MEETING OF THE PARISH COUNCIL HELD ON 26th MAY 2020 AT 19.30 via ZOOM.**

*[N.B. These minutes remain in draft form until approved at a subsequent meeting of the Council]*

**PRESENT**

Parish Councillors: Jean Sadler , James Langdon-Down , Andy Richards, Cath Elsmore , Paul Mobbs-Morgan, Clerk Clare Davies and one member of the public.

 2623 TO ELECT A CHAIRMAN OF THE COUNCIL FOR THE ENSUING YEAR

Since no Councillor stood for the position of chairman, council resolved to use the system of a revolving chair and Councillor Michael Parker agreed to chair the next meeting

 2624 APOLOGIES

County Councillor Carole Allaway-Martin, and District Councillor Dave Wheeler

 2625 DECLARATIONS OF INTEREST

 None

 **2626 REQUEST FOR DISPENSATION**

 None

 **2627 MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ON 7**

 **MAY 2019 AND THE ORDINARY MEETING ON 11th FEBRUARY 2020**

 It was resolved to confirm both sets of minutes as an accurate record.

**2628 REPORT FROM THE PARISH CLERK**

The Parish Clerk reported that she will be preparing for the annual return 2019-2020 over the month of May 2020. The clerk also reported that the insurance claim filed by a third party due to a damage caused by a tree falling on their property during a storm was settled by our insurance company.

 **2629 REPORT FROM COUNTY & DISTRICT COUNCILLORS**

None

2630 PUBLIC PARTICIPATION

* 1. For members of the public to ask questions and make comments.
	2. For the Chairman to direct whether public comments or questions shall be responded to and how.

No questions were asked by the member of the public.

 **2631 TO MAKE OBSERVATIONS ON ANY PLANNING APPLICATIONS**

Council noted observations made on planning application P0388/20/FUL

 2632 TO NOTE ANY CHANGES MADE TO QUARTERLY RISK ASSESSMENTS

 Council thanked Councillor Richards for replacing the bench on The Pound.

2633 FINANCE

* 1. The following payments were agreed to be paid by BACs;

| To | Purpose | Power | Value of cheque (£) |
| --- | --- | --- | --- |
| Complete Landscape gardeners | Grass cutting  | LGA 1972 s.111 | £100 |
| Clare Davies | Salary including back pay from January  | LGA 1972 s.111 | £358.11 |
|  |  | Total | £458.11 |

2634 YEAR END ACCOUNTS

Council confirmed that the annual turnover was under £25,000 and therefore Council is declaring themselves as exempt from the audit.

 2635 DELEGATION ARRANGEMENTS

Council resolved for Councillors Mobbs-Morgan and Andy Richards to act as representatives on the Quarry Liaison Group

 2636 RISK MANAGEMENT

Council reviewed insurance cover in respect of all insured risks and confirmed adequacy and appropriateness and approved the insurance quote for the financial year.

Council reviewed investment safety including banking arrangements and confirmed the adequacy and appropriateness of these.

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2637 MEMBERSHIP OF OTHER BODIES

The Council’s memberships of NALC, GAPTC and CPRE were reviewed and it was resolved that the council retains membership of these organisations.

1. PROCEDURES, POLICIES & CODES

Council reviewed its complaints policy, Code of Conduct and Privacy and Data Breach Policies and made no changes

1. ITEMS FOR FUTURE MEETINGS

a)It was resolved to confirm dates, times and place of meetings of the Council for the year ahead as follows: All meetings to start at 7:30pm and to be held via zoom until the government decide to resume public meetings unless stated otherwise on the agenda

|  |  |  |  |
| --- | --- | --- | --- |
| Tues 14th July 2020Ordinary Meeting | Tues 8th September 2020Ordinary Meeting | Tuesday 13th October 2020Ordinary Meeting  | Tues 10th November 2020Ordinary Meeting |
| Tues 12th January 2021Ordinary Meeting | Tues 9th February 2021Ordinary Meeting | Tues 9th March 2021Ordinary Meeting | 11th May 2020APMAnnual Meeting of the Parish Council |

b)Bales outside the barn on Castle Ditch

c)Removal of cut wood from parish land

d)Co-option of new council members

e)Updated quotes for the trees on The Butts and Castle Ditch

f)Routine maintenance on the Meend

g) Felling of ash tree by Steep Meadow

h)Update on the return of the ponies

2640 To note that the date of the next Parish Council meeting is a virtual meeting on 14 July 2020 at 7.30pm

No further business and the meeting ended at 8 pm