

## **GOTHERINGTON PARISH COUNCIL**

### **MINUTES (subject to agreement at the next Council meeting)**

of the Annual General meeting of Gotherington Parish Council held at **7.30pm** on Wednesday 5<sup>th</sup> May 2021 Venue Zoom

Councillors: Howard Samuels (Chairman), Mavis Rear (Vice Chairman), Matt Dean  
Others Present: Clerk/RFO, 2 residents

#### **21.05.01 Welcome**

The Chairman will ask if anyone wishes to record or film the meeting and will preside until election of the Chairman

**The Chairman welcomed attendees.**

#### **21.05.02 Apologies for Absence**

**There were no apologies. Cllr Osborne was absent.**

#### **21.05.03 To receive declarations of interest/requests for dispensation for items on the agenda below.**

**Cllr Samuels declared an interest in item 11**

#### **21.05.04 To approve the minutes of the meeting held on 17<sup>th</sup> April 2021**

**The Minutes were approved as a true record**

#### **21.05.05 To appoint a Council Chairman (declaration of acceptance of office to be signed)**

**Cllr Rear proposed, Cllr Dean seconded Cllr Samuels be appointed. Cllr Samuels signed his acceptance of office.**

#### **21.05.06 To appoint a Vice Chairman**

**Cllr Samuels proposed, Cllr Dean seconded, Cllr Rear be appointed. Cllr Rear accepted.**

#### **21.05.07 To appoint Parish Councillors to any external groups**

- **Village Hall Trustees - Cllr Samuels currently Treasurer of the Village Hall Management Committee and Parish Council representative**

#### **21.05.08 To appoint Committees/Working Groups/Project Leads: Staffing Committee (at least 3 members)**

**Cllr Samuels, Cllr Rear, Cllr Dean**

#### **Working Groups (at least 2 members)**

**Environment – Mavis Rear + vacancy**

**Highways – Mavis Rear + residents Simon Tarling/Mike Stevens**

**Freemans Field and Buildings – Howard Samuels + vacancy**

**Broadband – Howard Samuels + Matt Dean**

#### **Project Leads (1 member + clerk)**

**VAS – Mavis Rear + Mark Wreyford-Bush + Clerk**

**War Memorial – Howard Samuels + clerk**

Tennis Courts – Howard Samuels + clerk  
Play Equipment – Bev Osborne + clerk  
Footpath Improvements – Mavis Rear + Matt Dean

### **21.05.09 Finance & Governance**

1. To receive the Independent Internal Auditor’s report and note comments  
The report was received and comments would be addressed.

2. To review the Fixed Assets and Earmarked Reserves as at 31 March 2021

**Assets values were adjusted to historic levels.**

#### **Earmarked Reserves confirmed as:**

War Memorial	8447
Tennis Courts	15000
NDP Review	1000
Street Furniture	1000
Event	500
CIL	201

3. To confirm completion of points 1 to 9 of the Annual Governance Statement are correct (Chairman to sign) and ready for submission

**The Council confirmed the completion of the Annual Governance Statement which was signed by the Chairman**

4. To confirm items 1 to 11 of the Annual Accounting Statement are correct (Chairman to sign) and ready for submission

**The Council confirmed the accuracy of the Annual Accounting Statement which was signed by the Chairman**

5. To agree reviewed Financial Regulations and confirm that all policies of the Council are up to date and will be kept under review in the financial year

**Financial Regulations were updated and adopted, otherwise policies were confirmed as reviewed**

6. To confirm that risks have been assessed and consider the insurance quotation for renewal

**Risks have been reviewed but insurance quotations still outstanding**

7. To confirm that having at least two-thirds elected members at the last election and a qualified clerk the Council qualifies for use of the General Power of Competence and adopts that power

**The Council agreed to adopt the GPC**

8. To agree any payments in May

#### **Payments were agreed as follows:**

Cleaning	149.50	149.50	0
GCC (Speed survey)	420	350	70
Rospa	132.6	110.5	22.1
GAPTC (Internal Audit)	195	195	0

ICO (data protection subscription)

40

40

0

9. To consider quotations for solar panels to affix to existing speed signs or new VAS signs

**Cllr Samuels proposed/Cllr Rear seconded that the Council proceeds to purchase 1 new VAS sign together with software/training and maintenance for £3900 and 2 new solar panels for the existing signs at £1000 in total. This expenditure to come from CIL receipts. All in favour**

10. To consider recommendations from the Staffing Committee meeting held on 21<sup>st</sup> April

**The Clerk's pay increase by 3 SCPs was agreed**

11. To open a new business account to reduce financial risk

**The Council agreed that a new online savings account would be beneficial. Cllr Samuels/Clerk to liaise**

### **21.05.10 Date of Next Meeting**

Planning Meeting 19<sup>th</sup> May (alfresco) will be called as necessary

Next ordinary Parish Council meeting TUESDAY 22<sup>nd</sup> June 2021 in the village hall

**A Resolution will be called for the Council to exclude members of the public and press Pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 due to the sensitive nature of the business to be transacted under :**

### **21.05.11 Legal Matter – Village Hall**

**To receive legal advice and discuss next steps**

Following a briefing from the Clerk the Council agreed that further enquiries were necessary.