

**DRAFT**

**Minutes of the Meeting of the Duddington-With-Fineshade Parish Council held remotely via the Zoom platform on Thursday 21<sup>st</sup> May 2020 immediately following the Annual Meeting.**

**Present:**

Mrs S Parsons Chairman  
Mrs M Scott  
Mrs S Hackett  
Mrs D George  
Mr J Waldock  
Mr J Maunder Taylor  
Mrs R Spencer Jones

Mr Richard Reed – Clerk

There were no residents in attendance.

**2020/016 Apologies for absence**

Cllrs. Mr. R Holder

**2020/017 Declarations of interest**

None

**2020/018 Public Time**

There were no residents in attendance.

**2020/019 Police Matters**

The Clerk had received nothing from the Police and there seemed to be difficulties contacting Artur Pereira by e-mail.

**2020/020 To approve the minutes of the Ordinary Meeting held on 03.03.20**

The minutes of the meeting held on 3<sup>rd</sup> March 2020, copies of which had previously been circulated, were approved and will be signed retrospectively signed by the Chairman. Proposed Cllr. Mrs Scott and seconded by Cllr. Mrs. S Hackett. It was resolved that the minutes be accepted as a correct record of that meeting.

**2020/021 Matters arising**

The recent planning application refusal for Beaumont House was discussed.

**2020/022 Estate Matters**

There was nothing to report at this time.

**2020/023 Neighbourhood Plan: Working Group Update.**

Owing to the current situation the meeting scheduled for 7<sup>th</sup> April to discuss and agree the site sustainability assessments had been cancelled. Mrs Hackett asked councillors to put forward their queries and concerns to her and she would schedule a Zoom meeting with Gary Kirk. Councillors were asked to submit their queries within the next two weeks. **Action: All**

**2020/024 Correspondence**

As per list previously circulated to councillors.

**2020/025 Annual Review**

Councillors reviewed the following items:

Financial Regulations: Updated to 2019 Regulations

Risk Assessment: Considered to meet the council's requirements.

Internal Audit arrangements: Considered to meet the council's requirements

Insurance: Due for renewal under the Long Term Agreement on 1<sup>st</sup> June 2020. Meets the council's requirements.

**2020/026 To approve the Internal Auditor's Report**

The Clerk presented the Internal Auditor's Report which was approved and accepted. Cllr. Mrs S Hackett proposed that the report be approved, seconded by Cllr. Mrs M Scott.

**2020/027 To approve the Certificate of Exemption**

Proposed by Cllr. Mrs S Hackett and seconded by Cllr. Mr Waldock that the Certificate of Exemption be approved.

**2020/028 To approve the Governance Statement of the Annual Audit Return**

It was proposed by Cllr. Mr Parsons and seconded by Cllr. Mrs D George that the Governance Statement be approved.

Chairman

Date

**2020/029 To approve the Accounting Statement of the Annual Audit Return**

It was proposed by Cllr. Mrs Parsons and seconded by Cllr. Mr. Waldock that the Accounting Statement be approved.

**2020/030 Planning**

- a) There were no applications for consideration.
- b) The following applications had been considered since the last meeting:  
20/00297/TPO: No objections; 20/00341/TCA: No objections; 20/00440/TPO: No objections.
- c) There were no other planning matters.

**2020/032 Finance**

- (i) The Clerk presented the statement of accounts for 2019/20 (final) and 2020/21. A VAT refund of £3,617.13 and £4,750.00 being 50% of the precept had been received since the last meeting. Cllr. Mrs S Parsons proposed that these be approved and this was seconded by Cllr. Mrs M Scott.
- (ii) The Clerk presented the Bank Reconciliation Statement for 2019/20 and Cllr. Mrs S Hackett proposed that this be approved, seconded by Cllr. Mr J Waldock
- (iii) The Clerk presented the budget monitoring report for 2019/20 and Mrs D George proposed that this be approved, seconded by Cllr. Mrs M Scott.
- (iv) The following invoices were presented and Cllr. Mr J Maunder Taylor proposed that payment be made and this was seconded by Cllr. Mr J Waldock.

Retrospective

27.04.20 E.ON £10.13 Cheque No. 100952  
11.05.20 Anglian Water £5.50 Cheque No. 100953  
20.05.20 Bourne Skip Hire £756.00 Cheque No.100954

Came & Co. £648.77 Cheque No. 100955  
Northants CALC £184.74 Cheque No. 100956  
Ian Arnott £75.00 Cheque No.100957  
Mrs S Parsons (Reimburse for mowing costs) £160.00 Cheque No. 100958

- (iii) Barclays had written notifying the council of a reduction in interest payments.

**2020/033 Items requiring urgent attention, for information or for the next agenda**

None at this time.

**2020/034 Date of next meeting**

Tuesday 7<sup>th</sup> July 2020 commencing at 7:30pm.

There being no further urgent business the meeting closed at 8:05pm.