



BLISLAND PARISH COUNCIL

Locum Parish Clerk:

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Council Meeting – 26th June 2020 10am.

Minutes of the Meeting of the Council held on Blisland Green, Blisland.

0045/20	<p>Persons Present/Apologies</p> <p>Persons present: Cllrs Meads (Chair), Spencer, Stirling, Green & Dickin</p> <p>Locum Clerks – Amanda Kendall and Wendy Yelland</p> <p>Apologies - Cllrs Runnalls, Lowden & Montague.</p>
0046/20	<p>To Receive any Declarations of Interest from Members / Dispensations</p> <p>None</p>
0047/20	<p>To formally NOTE resignation of Mrs Crozier & RESOLVE thank you letter.</p> <p>Proposal by Cllr Dickin to formally NOTE resignation letter & approve sending of a thank you letter to Mrs Crozier, seconded Cllr Green, carried.</p> <p>The above was duly RESOLVED.</p>
048/20	<p>To CONSIDER and ELECT Vice-Chairman</p> <p>Proposal by Cllr Meads to nominate Cllr Dickin for the position of Vice-Chairman, seconded Cllr Green.</p> <p>No other nominations, unanimous.</p> <p>It was RESOLVED Cllr Dickin be Vice-Chairman for the remainder of the municipal year.</p>
049/20	<p>Council Meeting: Minutes 12th March 2020</p> <p>RESOLVED that the above Minutes of the Meeting of Blisland Parish Council on 12th March 2020 be altered and signed as a true and accurate record.</p> <p>Alteration to minute 0029/20 – ‘prior to approval by Council’ added, and 033/20 Durford, Trethudreth spelling corrected, added ‘cut out models’ to houses & chickens.</p> <p>Proposed by Cllr Stirling, seconded Cllr Green, carried.</p>
050/20	<p>Public Participation</p> <p>No public present.</p>
051/20	<p>Internal Audit Report 2019/20</p> <p>Report circulated with meeting papers via email prior to the meeting.</p> <p>Issues noted, mainly around bank signatories, Cllrs to be involved with authorisation, and Institute Management; Parish Council either completely manages or it is devolved to a Managing Committee, with their own bank account and the Parish Council grants them a certain amount each year. A Constitution would need to be drawn up, as ownership would remain with the Parish Council.</p> <p>Proposal by Cllr Stirling to approve and note the Internal Audit Report and address issues raised, seconded Cllr Spencer, carried.</p>

	The above was duly RESOLVED .
052/20	<p>External Audit- End of Year bank Reconciliation 2019/20 and Explanation of Variances 2019/20. End of Year Bank Reconciliation and Explanation of Variances circulated via email prior to the meeting; these will be submitted to External Audit. Proposal by Cllr Dickin to approve End of Year Bank Reconciliation and Explanation of Variances 2019/20, seconded Cllr Green, carried. The above was duly resolved.</p>
053/20	<p>External Audit- The Annual Governance Statement 2019/20 Circulated with meeting papers, no response to question 4 noted. Proposal by Cllr Meads to approve Annual Governance Statement 2019/20, seconded Cllr Spencer, carried. The above was duly RESOLVED.</p>
054/20	<p>External Audit- The Annual Accounting Statement 2019/20 Annual Accounting Statement 2019/20 circulated with meeting papers. Proposal by Cllr Stirling to approve Annual Accounting Statement 2019/20, seconded Cllr Spencer, carried. The above was duly RESOLVED.</p>
055/20	<p>Delegated Authority-to RESOLVE Delegated Authority previously agreed by Email and changes to Standing Orders due to Covid-19 Pandemic. Changes circulated with meeting papers. Proposal by Cllr Dickin to approve as circulated, seconded Cllr Stirling, carried. The above was duly RESOLVED</p>
056/20	<p>Planning Applications for Consultation No current applications</p>
057/20	<p>Finance</p> <ol style="list-style-type: none"> a. To RECEIVE and APPROVE bank reconciliation of 31st May 2020. Bank reconciliation circulated with meeting papers. Proposal by Cllr Stirling to approve bank reconciliation of 31st May 2020, seconded Cllr Dickin, carried. The above was duly RESOLVED. b. To CONSIDER and APPROVE transferring all bank accounts into Treasurer's Account for ease of accounting on Scribe. Proposal by Cllr Stirling, to approve transfer of funds, seconded Cllr Green, carried. The above was duly RESOLVED.
058/20	<p>Clerks Report. Wendy Yelland and Amanda Kendall thanked members for all their help and support whilst they covered the Clerk's leave. Members thanked Clerks for their work and presented gift.</p>
059/20	<p>Volunteers- to CONSIDER and RESOLVE winding down the Volunteer list due to lifting of restrictions and thanking Volunteers. Cllr Spencer reported that the Facebook Page has been put in hibernation, and agree to stand down Volunteer Group. Proposal by Cllr Spencer, to stop Volunteer Group end of June, seconded Cllr , carried. The above was duly RESOLVED.</p>

060/20	<p>Discussion took place regarding Website and what is needed, new legislation comes into force September 2020.</p> <p>Notification of meeting/items for agenda: July 2020 or later</p> <p>Fill Cllr vacancies (2) Communication (email addresses for Cllrs, Facebook etc.) Grant application for Institute. Website upgrade for compliancy with new regulations coming into force September 2020. Article 4 - NDP Update trees on The Green Whitley Barn Temple phone box.</p> <p>The meeting closed at 11.05am.</p>	
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