

BECKINGTON PARISH COUNCIL

Minutes of the Annual Meeting held on Zoom (videoconferencing)
on: **TUESDAY 10th June 2020 @ 7:00pm**

Present:

Councillors; Mr M. Wilson (Chairman), Mrs P. Fox, Mrs E. Wright, Mr C. Winterbourne, Mr K. Bishop.

In attendance:

Mr S Pritchard - Parish Clerk & Responsible Finance Officer.
One Member of the Public.

Public participation:

The member of the public stated that he was just interested to observe the meeting.

County & District Councillors reports:

Email report received for Cllr Oliver that will be sent to members after the meeting.

Agenda Number:	Agenda Item:
1	<u>Election of Parish Council Chairman for the Municipal Year 2020/21:</u> Cllr Fox proposed that Cllr Wilson be elected as chairman, second by Cllr Winterbourne. There were no other nominations. It was therefore resolved unanimously to elect Cllr Wilson as the council's Chairman.
2	<u>Apologies for absence:</u> Cllr Roland Kelly – Personal Commitments. Cllr Shannon Brooke (District Councillor). Cllr Linda Oliver (County Councillor).
3	<u>Declarations of interest & dispensations to participate:</u> A. None B. None
4	<u>Adoption of previous Council minutes:</u> <ul style="list-style-type: none">Tuesday 10th March 2020 <p>It was proposed by the Chairman to adopt the minutes as an accurate record of the meeting, seconded by Cllr Winterbourne and resolved unanimously.</p>
5	<u>Appointment of Members roles / portfolios:</u>

Annual Meeting: Beckington Parish Council: 10th June 2020

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	<p>The Chairman proposed that members retain the same roles they are in, seconded by Cllr Bishop and resolved unanimously.</p> <ul style="list-style-type: none"> a. Vice-Chairman – Cllr Fox b. Planning & Development Portfolio – Cllr Kelly c. Deputy Planning & Development Portfolio – Cllr Wright d. Local Environment Portfolio – Cllr Winterbourne e. Highways & Transport Portfolio – Cllr Bishop f. Footpaths & Rights of Way rep – Cllr Wright g. SALC & MDC rep - Cllr Bishop h. Allotments (x2) – Cllr Wilson & the Clerk i. Rudge Rep – Cllr Wright j. S106 Money Coordinator – Cllr Fox k. HR Panel (x2) – Cllr Bishop (Lead member) & Wilson (Cllr Fox - reserve member)
6	<p><u>Risk Assessment:</u> This had been circulated ahead of the meeting. The chairman proposed adopting the risk assessment, seconded by Cllr Fox and resolved unanimously.</p>
7	<p><u>Financial Regulations Policy:</u> It was proposed by Cllr Winterbourne to increase the delegated spending authority of the Clerk to £2,000 per revenue item, second by Cllr Bishop and resolved unanimously.</p>
8	<p><u>Parish Council Assets List:</u> This had been circulated to members ahead of the meeting. Asset no 38: The Chairman confirmed that this dog bin was at Ben Sargeant’s house awaiting a suitable location to be installed. Asset no 4: The Chairman confirmed that this bench was at Charlie Holmes’s house awaiting repair. Asset no 70: The Clerk confirmed that the keyboard no longer worked and had been disposed of. The list will be updated to reflect the above. Cllr Winterbourne proposed to adopt the assets list, seconded by Cllr Fox and resolved unanimously.</p> <p style="text-align: right;">Action – the Clerk</p>
9	<p><u>Annual Insurance Premium:</u> This had been circulated to members ahead of the meeting. Cllr Winterbourne proposed entering into a three-year policy agreement to achieve a fixed, discounted price of £398.83 per annum, seconded by Cllr Fox and resolved unanimously.</p>
10	<p><u>Clerk’s Salary Payment:</u> It was proposed by the Chairman to pay the Clerk’s salary in 12 monthly installments, seconded by Cllr Winterbourne and resolved unanimously.</p>

Annual Meeting: Beckington Parish Council: 10th June 2020

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11	<p><u>Delegated Power – Planning & Tree Applications:</u> It was proposed by the Chairman to give delegated authority to the Clerk to respond to Planning and Tree applications on behalf of the council, in consultation with the Planning & Development Portfolio and the Deputy Planning & Development Portfolio, seconded by Cllr Fox and resolved unanimously</p>
12	<p><u>Internal Audit 2019/20:</u> The Council's original choice of Internal Auditor had been unable to undertake the audit in time due to pressures related to the global pandemic, so the Clerk had asked Miss Nathalie Hetherington, Deputy Clerk of Milborne Port to undertake the task at short notice, she had done this over the weekend and the Clerk had emailed Members the report earlier in the day. The Chairman thank the Clerk for all his work in getting everything together for the audit and for achieving a clean Internal Audit. Members adopted the Internal Audit report.</p>
13	<p><u>Annual Governance Statement 2019/20:</u> Members considered the annual governance statement. It was proposed by Cllr Fox to respond 'Yes' to every statement, seconded by Cllr Wright and resolved unanimously.</p>
14	<p><u>Annual Accounting Statement 2019/20:</u> The Chairman noted that the council has started to accumulate money and he urged members to bring forward more projects that the council could deliver. It was proposed by the Chairman to adopt the accounting statement, seconded by Cllr Bishop and resolved unanimously</p>
15	<p><u>Declaration of being exempt from external audit:</u> The Clerk informed Members that as the Council now has an income of over £25,000 it is no longer a smaller authority and therefore can no longer declare itself as being exempt. The Council must now submit itself for External Auditor at a cost of £200 + vat</p> <p style="text-align: right;">Action – The Clerk</p>

End of formal meeting: 19:56

After the meeting had closed a few items were discussed:

SALC Document on unitary discussions – The Chairman and the Clerk to formulate a response to be emailed around the membership for comment.

Japanese Hogweed – Possible sighting in the Parish, if confirmed it needs to be reported to Somerset County Council (this can be done by anyone online).

MDC Local Plan Part II – Next round on consultation due to start in September, Rode and Norton St Phillips may want to employ the services of a Barrister for a day to put forward the case on behalf of the three councils, so it is possible that the council will have to consider this funding request.

20:28

Annual Meeting: Beckington Parish Council: 10th June 2020

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Signed: _____ Date: _____

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