

DRAFT

## **Minutes for Meeting Planned for 28 September 2020**

### **Selworthy and Minehead Without Parish Council Minutes/Matters**

These were for a meeting that would have taken place on 28 September 2020. Due to the ongoing coronavirus pandemic these items were dealt with via email, together with the Business Continuity Motion giving delegated authority to the Chair, Vice Chair and Clerk. Also in accordance with Standing and Financial Regulations. The agenda numbers will form the minute numbers and they will be formalised at the next official face to face Parish Council meeting.

Councillors Sally Bate, Bob Bonar and Maxwell Lawrence agreed via email to propose and second the following:

[A quorum responded to the agenda items that required approval]

#### **1 Disclosable Pecuniary Interests and Other Interests**

None received.

#### **2 Crime Update**

PCSO Linda Brooks reported for the July/August period 12 police calls were received for the parish of Selworthy and Minehead Without.

#### **3 Minutes of Meeting which would have been held on 20 July 2020**

The minutes had been circulated. Mr Lawrence proposed and Mr Bonar seconded their approval. There were no objections.

#### **4 Update on Matters arising from the Minutes**

None

## **5 National Trust Report**

No report was available.

## **6 County Councillor's Report**

No report was available

## **7 District Councillor's Report**

No report was available

## **8 Highway and Public Rights of Way Matters**

None received

## **9 Allerford and Selworthy Community Hall Report**

Mrs Prideaux had submitted a report updating everyone on procedures and a risk management plan for when the hall next opened. This report had been emailed to Councillors.

## **10 Allerford Community Orchard Report**

No report was available.

## **11 Parish Council Standing Orders**

These had been emailed to Councillors and were based on the National Association of Local Councils template. Mr Lawrence proposed, Mr Bonar seconded and it was unanimously agreed that the revised Standing Orders be adopted.

## **12 Parish Council Financial Regulations**

These had been emailed to Councillors and were based on the National Association of Local Councils template. Mr Lawrence proposed, Mr Bonar seconded and it was unanimously agreed that the revised Financial Regulations be adopted.

## 13 Planning

### 13.1 Applications

13.1.1 6/29/20/105LB - listed building consent for proposed replacement windows on the north east and west elevations with heritage double glazed casements, Crossacres, Selworthy, Minehead. No objection.

### 13.2 Decisions

None

## 14 Finance

14.1	To consider approval of the following accounts for payment	£
14.1.1	Clerk's net salary August/September (to include National Joint Council for Local Authorities salary increase of 2.5% Backdated to 1 April 2020)	749.32
14.1.2	HMRC - Clerk's tax for August/September	172.40
14.1.3	Clerk's expenses August/September	74.00 (inc VAT 12.33)
14.1.4	Clerk's working from home allowance 50%	100.00
14.1.5	Clerk - paint for Bossington telephone box (previous cheque 749 to paints4trade.com lost in post and company not accepting cheques)	102.94 (inc VAT 17.16)
14.1.6	Gail Crane - redesigning, installing new software and Website to comply with Accessibility legislation	500.00
14.1.7	SALC -Code of Conduct training Mr Lawrence 2.7.20	25.00
14.1.8	AR Computing - printer cartridges	20.99(inc VAT 3.50)
14.1.9	AR Computing - printer cartridges	155.80(inc

VAT 25.96)

On the proposal of Mr Bonar, seconded by Mrs Bate, it was unanimously agreed to approve these accounts

## **14.2 Income**

Second half of precept	7500.00
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## **14.3 Bank Balance**

After the above transactions had been taken into account the Parish Council's bank balance totalled £16081.

## **15 Correspondence received since last meeting (emailed to councillors)**

15.1 Local Government Reorganisation

15.2 Remembrance Sunday Events Planning - Corona Virus Regulations as of July 2020 and Royal British Legion Guidance

## **16 Correspondence received since circulation of agenda**

None

## **17 Members of the Public (via email, telephone or post)**

None

## **18 Items of concern**

None

## **The Next Meeting of the Parish Council**

Subject to Government advice permitting, the next scheduled 'face to face' Parish Council meeting will be held on Monday 16 November 2020 at 7 pm in the Allerford and Selworthy Community Hall, Allerford, or as per the first paragraph of these minutes.

Derrick Bott

Clerk

28 September 2020

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