

04/20

BARTESTREE WITH LUGWARDINE GROUP PARISH COUNCIL

**MINUTES OF THE EXTRA-ORDINARY MEETING OF THE
PARISH COUNCIL HELD ONLINE VIA ZOOM – DUE TO THE CORONAVIRUS PANDEMIC
ON TUESDAY 9th JUNE 2020 AT 7.30 PM**

Present: Councillors: Mrs. W. Soilleux (Chair); Mr. G Davies; Mr. S Garner; Mr. A. Long; Mrs. J. Karayiannis; Mr. R. Williams; Mr. M. Wilson and Mrs. L. Hoppé

In attendance: Mrs. E. Thomas – Parish Clerk

Public: 0

1. **To receive apologies for absence**
Apologies were RECEIVED and ACCEPTED from Cllrs: Nigel Shore and Fiona Matthews.
2. **To receive declarations of interest and applications for dispensations**
None
3. **Open Time**
 - 3.1 **To note matters raised by local residents relevant to the Parish**
None
4. **To consider the updated risk register – Appendix 1**
It was RESOLVED to approve the updated risk register – to be used alongside the suite of risk policies already in place.
5. **Financial Matters**
 - 5.1 **To consider the Annual Return internal auditors reports – Appendix 2**
The internal auditors report was NOTED. The risk register has now been put into the required format – item 4 above, leaving only one remaining recommendation that the clerk will put in place moving forward.
 - 5.2 **To approve the Annual Governance Statement for 2019/20 – Appendix 3**
It was RESOLVED to approve the Annual Governance Statement.
 - 5.3 **To approve the Accounting Statements for 2019/20 – Appendix 4**
It was RESOLVED to approve the Accounting Statements.
 - 5.4 **To note the following payments made under Clerks Delegated Authority (Finance Regulations item 5.5).**
 - 5.4.1 Daniel Squire – reinstate Ground at Frome Park £600
 - 5.4.2 JH Surfacing and Groundwork for tarmac of Frome Park path £275 – cheque returned
 - 5.4.3 Signs and Labels – H&S signs either side of U72419 highway £34.98
 - 5.4.4 Daniel Squire – April Maintenance – Frome Park; Play Area; Bartestree Cross; Village Hall and Community Ground £1206
 - 5.4.5 Clerk's Salary – May
 - 5.4.6 Clerk's Expenses – May £26.25The above payments were NOTED
 - 5.5 **To consider the following invoices for payment:**
 - 5.5.1 Daniel Squire – Maintenance – Community Ground and Frome Park – May 2020 £408
 - 5.5.2 Clerk's June Salary
 - 5.5.3 Clerk's June expenses £14.39
 - 5.5.4 HMRC PAYE £156.42
 - 5.5.5 Herefordshire Council – May 2019 Election charges £142.04
 - 5.5.6 HALC Internal Audit 2019-20 Fees £240
 - 5.5.7 ITSA Marine – Lengthsman maintenance £516
 - 5.5.8 JH Surfacing and Groundwork for tarmac of Frome Park path – replacement cheque £275The above invoices were APPROVED for payment.
 - 5.6 **To note the direct debit NEST pension payment of £67.39**
NOTED

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6. **Communications**

6.1 To consider and update on the purchase and installation of noticeboards in Frome Park and at the A438/Lumber Lane junction.

The clerk REPORTED that she has ordered the board for Frome Park – but is waiting to order the board for Lumber Lane as approval has yet to be granted for the remaining S106 to be used to part-purchase it.

7. To note the submission of support for the Licensing Application for Bartestree Cider – Ref PR01909
Noted

8. To Note the Date and Time of the next Scheduled Parish Council Meeting – Tuesday 14th July 2020 at 7.30pm.
Noted

The meeting closed at 19.41

Signed: _____ Dated: 14-07-2020