

# BARNBY IN THE WILLOWS PARISH COUNCIL

MINUTES FROM THE ONLINE (Zoom) PARISH COUNCIL MEETING 19TH MAY 2020 at 7:00pm.

Attendees – Councillors: Cllr Barlow (Chair); Cllr Parker (Vice-Chair); Helen Cowlan (Clerk); Cllr Bett; Cllr Chaplin; Cllr Jukes; Cllr Speakman.

## 1. Apologies for absence

Apologies were received from Cllrs Dobson and Brooks (although they were not required to attend) - apologies were accepted by the Parish Council.

## 2. Declarations of interest

None

## 3. Contributions from the public, District and County Councillors

None

## 4. Approval of minutes

The minutes of the Parish Council meeting held on 12<sup>th</sup> March 2020 were approved as being a true record of the meeting – proposed Cllr Jukes, seconded Cllr Parker.

## 5. Matters arising from the minutes

a) Approval of Internal Auditor – (PC/March20/6d) appointment of the internal auditor (the same as Coddington Parish Council's) had been agreed by email (due to Covid-lockdown), and now formally recorded in the minutes as being unanimously agreed – proposed Cllr Jukes, seconded Cllr Chaplin

Other: Cllr Parker enquired if the outstanding payment from the New Year's Eve booking had been received (PC/Mar20/6).

Other: Cllr Parker advised that the quorum and members in the Village Committee constitution would need to be revised due to now having six members.

Both matters will be carried forward to the next meeting agenda.

## 6. Finance

a) Approval of Financial Regs – the Parish Council unanimously agreed to the Financial Regulations which had been amended to include online banking facilities.

b) Annual approval of Accounts (inc bank reconciliation) and assets list for the year ended 31 March 2020 – the Parish Council reviewed the details and unanimously agreed to the information held. The Clerk was asked to check the insurance values - amendments made to the insurance values on the asset list after the meeting were circulated to Parish Councillors on 20<sup>th</sup> May, and approved by email.

c) Approval of Certificate of Exemption for the year ended 31 March 2020 – the Parish Council unanimously agreed to the Certificate of Exemption.

d) Approval of the Annual Governance Statement for the year ended 31 March 2020 – the statements were read and the Parish Council unanimously agreed to the Annual Governance Statement.

e) Approval of the Accounting Statements for the year ended 31 March 2020 – the information was reviewed and the Parish Council unanimously agreed to the Accounting Statement. Adjustments to the asset list were carried through to the Accounting Statement – see item 6.b).

f) Payments:

HMRC PAYE - £205.95 (Caretaker £62.40, HC £73.20, YW £70.35) – *previously detailed in March's minutes (final amount has changed slightly)*

Vulcana Gas (heater servicing) £170.40

Water Plus £11.32

Refuse Collection 2020/21 £94.90 (for payment in April)

Wave (Anglian Water) £9.59

Mowing expenses (fuel – April) £11.26

It was unanimously agreed that the payments be made as set out above – proposed Cllr Parker, seconded Cllr Speakman.

Zurich Insurance – 1 year £736.99, 3year £712.72, 5 year £688.49

The discounts apply (annual prices) if longer term policies are taken out. Whilst discounts are very helpful, it was noted that longer term policies may be inappropriate during current uncertain times. It was agreed that a three-year term be taken (at a cost of £712.72 per annum for each year) – premiums may be adjusted if items covered are amended by the Parish Council. Proposed – Cllr Parker, seconded Cllr Chaplin. **Action – HC to review the items covered under contents cover, and their value, with insurers to ensure cover is still appropriate; HC to refer back to Parish Councillors as required.**

Cllr Parker formally thanked Les Chaplin for his hard work making the village look so well cared for – this was unanimously agreed.

**g) Date of the next Parish Council Meeting – tbc**

*Please note that in line with Government guidelines, annual meetings have been suspended until 2021. Future meetings will be agreed as required during the lockdown period. As restrictions ease, the Parish Council will assess when meetings can return to normal.*

**AOB** – in light of being unable to meet as normal, additional points were raised

\*Cllr Speakman advised a car and white transit van had been seen at the entrance to the field near the golf course. JB will make the landowner aware.

\*Cllr Jukes advised that people using bicycles along the footpath is becoming an issue – accessing the Churchyard when they should not be, and also leaving gates open which could lead to cattle escaping. JB to review if notices can be placed to make people aware / remind people.

\*Cllr Jukes advised that dog fouling continues to be a problem in the area, as well as people not sticking to footpaths. To be reviewed.

\*Cllr Barlow confirmed that in addition to a grant of £200 being received to cover expenses of volunteers during lockdown, and additional grant of £10,000 has been received in light of loss of revenue / opportunities to make revenue – this will be earmarked for future projects and will be discussed further at a future meeting.

Meeting closed 7.50pm

.....Signed

.....Date

Parish Clerk: Mrs Helen Cowlan Tel: 07905 787086  
E-mail: [parishclerk@barnbyinthewillows.com](mailto:parishclerk@barnbyinthewillows.com)

Please note – Clerk Yvette Wellard is in the process of handing over the Clerk role to Helen Cowlan – both will have access to emails during this time – thank you.