

Minutes of Parson Drove Parish Council Meeting held on Zoom on 29 May 2020 at 19.00

It was noted that due to the current situation related to virus control, and in line with national advice following the Statutory Instrument, the meeting took place virtually. Members were invited to the meeting by the Chairman, Gavin Booth, as the host, via email addresses, and telephone, with additional support given to members so they could participate.

Notices of the meeting were posted in the normal way on the village notice board and on the council's web-site, giving members of the public the opportunity to participate.

In attendance were Parish Councillors: G Booth (Chairman), G Watson, P Williams, C Killingworth. R Fowler, J Hunt. Also, in attendance: E Murat (Parish Clerk), S Bligh (Fenland District Cllr).

20/82. To receive apologies for absence.

Apology received from Parish Councillor: P Spriggs.

20/83. To consider any requests by Councillors for Dispensations.
None requested.

Everyone agreed to the meeting being recorded and the Chairman, as the host, set Zoom to record.

20/84. Members' Declaration of Interest for items on the Agenda.
None declared.

20/85. Public Participation – The Chairman received no requests to participate from members of the public and none attended.

20/86. Members approved the minutes of the meetings held on 18 March 2020, with one amendment to show that Cllr R Fowler did not attend..

20/87 Matters arising from the minutes not covered on the agenda (information only)

- a) The protocol for the passing of Her Majesty, The Queen, will be known as 'Operation Bridges'. Members agreed to defer this discussion again.
- b) It was noted that no response had been received from FDC reference street lighting.
- c) The Chairman was commended on the work he has carried out on the Community Support Scheme to help vulnerable people during the Covid 19 controls. It was noted that approx 100 people have been assisted locally by the scheme.

20/87 Planning Matters

- a) F/YR20/0292/O – Members noted the District Council decision and recorded that they did not support this application due to the lack of community support and extension into the open countryside.
- b) F/YR20/0332/F – Members believe that this site is suitable for development if sympathetic to conservation, however believe the proposed dwelling is too high and that a 2 storey dwelling

would be more appropriate. Members would therefore prefer to see revised plans accordingly. Materials should also be sympathetic and agreed with the Conservation architect.

- c) F/YR20/0388/F – Members agreed to support this application, but would like to see a paint scheme that would soften the impact of the shutters, such as images of the village.

- d) to h) Members noted Fenland District Council’s decisions on these applications, and noted that at item d) the council needs to monitor any issues.

20/88 Correspondence

- a) In response to further correspondence from Alexandra Design – Request for transfer for part of the Village Green Members agreed to re-affirm the council’s decision not to sell any part of the Village Green

20/89 Accounts & Finance

Members noted that there were no approvals required that are not already payable under Financial Regulations, and that the Clerk is authorised to authorise up to £500 in consultation with the Chairman, and that services, regular payments, and salary related expenditure could also be authorised by the Clerk in consultation with the Chairman.

20/90 Annual reconciliation of Accounts.

Members noted that the Clerk is working with the Internal Auditor to satisfy the statutory requirements on the council in relation to the Annual Governance and Reconciliation (AGAR)

It was noted that the Clerk had submitted most of the required documentation as requested by the Internal Auditor and that these had been circulated to Members such as: Assets Register; Quarterly Bank reconciliations; Annual Report; Notices; Standing Orders; Financial Regulations; Salary details ,and payments confirmation; Precept Demand; Insurance; Allotments; Minutes of meetings etc.

It was noted that there was a miscalculation showing on the budget up-date report for 31 March 2020 and this is to be amended by the Clerk.

Members were asked how they felt about the use of Zoom, and each Member said that they had no difficulties and most enjoyed using the medium.

Signed as a correct record G. Booth (Chairman)