

Minutes of Parson Drove Parish Council Meeting held on 20 January 2021 at 19.00

Due to the current COVID-19 pandemic and in line with new regulations, the meeting took place virtually & physically. Notices of the meeting were posted on the village notice board and on the council's website, giving members of the public the opportunity to participate.

In attendance were Parish Councillors: G Booth (Chairman), P Spriggs, P Williams, J Hunt, C Killingworth, R Fowler

22/21. Apologies for absence.

Apologies received - None. It was noted that there is currently no Clerk and the Chair was undertaking the administration duties of the Council.

23/21. Requests for Dispensations.

None Received.

24/21. Declarations of Interest

None.

25/21. Public Participation - None.

26/21. Parish Council Vacancy – Co-option – Received a short presentation from one candidate. It was noted that the second candidate due to give a presentation was unable due to illness. It was resolved to invite them to the February meeting before a decision was made on the co-option.

27/21. Accounts and Financial Matters

a) Receive and approve the Bank Reconciliation & Budget Update Report.

The reports presented were approved by Councillors. In view of the anticipated underspend on some of the budget headings for this financial year Councillors resolved for these underspends to be allocated to the appropriate allocated cash reserves budget headings for the next financial year and this action would be taken into consideration when setting the budget and precept for 2021/2022. The expected underspends were in the following budgets:

Maintenance of trees & open spaces, Street Lighting (including the grant from FDC), Minor Highways Improvements Scheme.

The remaining underspends would be allocated to the Contingency Cash Reserves.

It was also noted that there had been a technical issue in receiving the 2020 Verge Cutting grant from the County Council, who were investigating the issue.

b) To review the Parish Council's Financial Regulations. It was noted that the model regulations had not changed since July 2019. It was therefore resolved to continue with the existing Financial Regulations adopted, this was pending the issuing of a revised set of regulations expected from NALC. It was also noted that recommendation 4 from the Internal Auditors report suggested that the limit at which a formal tender process is used be reduced from £25,000 (NALC recommended) to £5,000. Councillors noted the recommendation but highlighted that this could result in substantial administration work and costs. It was decided to consider this again when the new model regulations were issued.

- c) To consider the budget and agree the Precept for 2021/2022.

Councillors considered the budget and precept for 2021/2022 considering the Budget Update Report and decisions regarding underspends. Councillors resolved to approve a Precept of £20,560 and this was a minimal increase of 0.3% on the previous year. However, in view of the increase in the net tax base this would be a small decrease in monetary terms for Parishioners.

Any Other Business (Information Items only, no formal decision can be made under this item)

It was requested that an item is added to the next meeting regarding the need to clear drains along Main Road. It was noted that the potholes along Silvers Lane are now very deep, these had been reported to CCC by the Chair.

28/21. Date of next meetings 10 February 2021

Signed as a correct record G. Booth (Chairman)

10 February 2021