

BLYFORD AND SOTHERTON PARISH COUNCIL

MEETING – 20TH JULY 2020

DRAFT MINUTES [not yet approved by councillors]

Meeting held at Holton Village Hall, outside due to Covid 19 restrictions with social distancing.

1. The chairman, Gerard Walker, welcomed councillors Rosemary Parry, Barry Martin and Louise Sharman. Apologies were accepted from Robert Bucknell, Alison Cackett [East Suffolk councillor] and Tony Goldson [Suffolk County councillor]. Also attending were Dominic Meek and Sheila Thurlow. The clerk, Caroline Cardwell, was in attendance.
2. Declarations of interest and any dispensations allowed – none
3. Co-option of new councillors – Dominic Meek and Sheila Thurlow were unanimously co-opted to the council; they signed the declaration of acceptance, thus bringing the council up to its full capacity of 7 members.
4. Minutes of previous meeting [02-03-20] were approved and signed as a true record.
5. Matters arising on the minutes not on agenda – none
6. Finances – [*Under Financial Regulations [reviewed and approved in Sept. 2019] Item 4.1 – authority to spend – the clerk after consultation with the chair, can agree expenditure up to £500 per item. On 29 April 2020 - Cheques agreed for the following: Wenhaston Village Hall – 16.00; SALC membership – 139.14; Van Dijk accountants – 108.00; Insurance – 146.16; Clerk’s net salary [Apr/May – 271.10. **Total – 544.85***

Financial information for 20th July 2020

Balances at HSBC on 12 June 2020 - Community acct – 9,111.69 [includes 1st instalment of precept – 1,500]; Business money manager – 5,576.63; Total assets – 14,688.32

Cheques approved – 507 – Friends of Wenhaston Primary – 1,000.00; [*NB – previous cheque to FWP was out of date.*] 508 – C. Cardwell – 270.90 [net sal jun/jul]; 509 – HMRC – 101.60 [tax to 5 July]; 510 – Trevor Brown – 110.00 [audit]. Total cheques – 1,482.50

7. Audit, internal – councillors received the internal audit report and noted the auditor’s recommendations
8. Audit, external – councillors signed the Certificate of Exemption, agreed the Annual Governance Statement and Accounting Statements for year ending March 2020. Councillors noted variances on the accounting statements and agreed the Notice of Public Rights and Publication. Clerk to put all these on website.
9. Planning – Dominic Meek commented on the applications for Pastures Farm, Sotherton.
10. Any other business – Rosemary Parry stated that Latitude would be held next year and bookings for this year’s tickets would be held over to next year. The chair thanked RP for her work on this. Councillors noted there would be a shortfall in income this year as no tickets could be sold.
11. Next meeting – 21st September – venue, and time to be arranged at later date.

The meeting ended at 7.45pm.