

## Minutes of the Parish Council Meeting held on Wednesday 27 May 2020 commencing at 7.00 pm (via Zoom)

Present: Councillors: A Poulter (Chairman), J Sanderson, K Weston,  
F Farndale, M Baker  
Clerk / RFO: A W Lambert / R Dale  
District Councillor: B Phillips  
County Councillor: A Wilkinson  
Public: None

Agenda Item	Detail	Action
<b>20 / 23 Welcome / Apologies for Absence / Introductions</b>	The Chairman welcomed everyone to the meeting.  There were no apologies.	
<b>20 / 24 Declarations of Interest</b>	There were no declarations of interest.	
<b>20 / 25 Election of Chair</b>	A nomination was received for Councillor A Poulter to continue as Chair for the forthcoming year.  <b><i>Resolved: That Councillor A Poulter be appointed as Chair for the year 2020 / 2021.</i></b>  The Chair signed the declaration of office.	
<b>20 / 26 Police Report</b>	The Police report had been circulated prior to the meeting. The report covered the period 30 January to May 2020:  <ul style="list-style-type: none"> <li>➤ Anti-social behaviour – 5</li> <li>➤ Auto crime – 0</li> <li>➤ Burglary – 0</li> <li>➤ Criminal damage – 0</li> <li>➤ Theft – 0</li> <li>➤ Violence against a person – 0</li> <li>➤ Other crimes including drugs – 0</li> </ul> <p>The high number of anti-social behaviour incidents was noted.</p> <p>It was also noted that there had been incidents of social distancing issues within the Parish.</p> <p>Additional information also covered Police updates and would be placed on the Parish website.</p>	<b>Clerk</b>
<b>20 / 27 Minutes</b>	The minutes of the meeting held on Wednesday 29 January 2020 had been circulated prior to the meeting (note that the	

	<p>meeting in March had been cancelled due to the COVID-19 pandemic).</p> <p><b>Resolved: That the minutes be agreed as an accurate record and be signed by the Chairman at a later date.</b></p>	
<p><b>20 / 28 Matters Arising</b></p>	<p><b>VAS Signage / Speed Measure</b>  Consideration was given to the continuance of the VAS signage. Suggest that NYCC be contacted to discuss the matter further.  The Clerk would investigate the speed measure as soon as possible through Councillor Wilkinson who would seek the information from another Parish Council.</p> <p><b>Meadowfields</b>  Following investigation into whether it would be in the Parish Council's best interest to take over the land, the following was noted:</p> <ul style="list-style-type: none"> <li>➤ That should the Parish Council take on the land, any costs associated with the land would need to be paid by the Parish Council and therefore residents of the village.</li> <li>➤ Should the Parish Council not take on the land, there would be no guarantee that any future owner would not be able to apply for planning to undertake further development.</li> <li>➤ The Chairman had discussed the wild flower meadow with the owner and asked them to sort this area out before any hand over.</li> </ul> <p><b>Resolved: That the Parish Council declines the invitation to take on the Meadowfields land.</b></p> <p><b>Litterpicking</b>  It was noted that the Wombles had been out and about. The village litterpickers had not yet resumed.</p> <p><b>Playground Equipment / Inspection</b>  It was noted that the contractor had not been working throughout the COVID-19 pandemic. It was hoped that work would commence with effect from the beginning of July. The contractor was approximately three weeks behind with work and as such the soonest an inspection could take place would be end of July. Morton on Swale is on that list.</p> <p>It was noted that one of the trees near the willow tunnel had a broken branch. It was suggested that Council meet on site once the play park opens.</p> <p>One of the closure signs has come off the gate.</p> <p><b>Resolved: To speak with the insurance company to see if the Parish Council would be covered should there be an incident.</b></p>	<p><b>Clerk</b></p>
<p><b>20 / 29 Public Forum</b></p>	<p>There was no public present at the meeting.</p>	

<b>20 / 30 Planning</b>	<ul style="list-style-type: none"> <li>➤ Resident – Introduction and plans for the former Methodist Chapel – circulated to Council.</li> </ul>																									
<b>20 / 31 Finance</b>	<p>Roger Dale was invited to give an update on the current position regarding Parish finance:</p> <p><b>Invoices Received</b> The list of invoices received since the previous meeting were outlined and listed in the papers received.</p> <table border="0" style="width: 100%;"> <tr> <td>Clerk Remuneration (including £142.20 PAYE)</td> <td style="text-align: right;">-£711.36</td> </tr> <tr> <td>Covid-19 Street Warden Newsletter</td> <td style="text-align: right;">-£31.50</td> </tr> <tr> <td>Internal Audit Fee</td> <td style="text-align: right;">-£105.00</td> </tr> <tr> <td>Grass Cutting - April</td> <td style="text-align: right;">-£230.40</td> </tr> <tr> <td><b>Balance C/fwd (22/05/2020)</b></td> <td style="text-align: right;"><b>£17,901.74</b></td> </tr> </table> <p><b>Current Financial Position</b></p> <table border="0" style="width: 100%;"> <tr> <td>Current A/C Balance</td> <td style="text-align: right;">£495.00</td> </tr> <tr> <td>BMM A/C Balance</td> <td style="text-align: right;">£17,533.98</td> </tr> <tr> <td>Petty Cash</td> <td style="text-align: right;">£103.16</td> </tr> <tr> <td>Cheques etc. not yet presented</td> <td style="text-align: right;">-£230.40</td> </tr> <tr> <td>Less ring-fenced / CIL balance</td> <td style="text-align: right;">-£8,683.01</td> </tr> <tr> <td>Less COVID-19 Community Response balance</td> <td style="text-align: right;">- £468.50</td> </tr> <tr> <td>Nett "Working Balance" as at 22/5/2020</td> <td style="text-align: right;">-£9,218.73</td> </tr> </table> <p><b>Year End Accounts 2019 / 2020</b> <b><i>Circulated: The year end accounts for 2019 / 2020 and the Annual Governance Statement for consideration.</i></b></p> <ul style="list-style-type: none"> <li>➤ Council was asked to certify itself as exempt under Local Audit (Smaller Authorities) Regulations 2015 on the basis that neither gross income nor gross expenditure during 2019 / 20 exceeded £25,000. The actual figures for the year were £14,142 and £7,488 respectively.</li> <li>➤ Council was asked to accept members' responsibilities for ensuring that there is a sound system of internal control and agreement to the Annual Governance Statement.</li> <li>➤ Council was asked to approve the accounting statements for 2019 / 20.</li> </ul> <p><b>Resolved:</b></p> <ul style="list-style-type: none"> <li>➤ <b><i>20/31.1 That the Council certifies itself as exempt under Local Audit (Smaller Authorities) Regulations 2015.</i></b></li> <li>➤ <b><i>20/31.2 That the Council accepts Members' responsibilities for ensuring that there is a sound system of internal control and agreement to the Annual Governance Statement.</i></b></li> <li>➤ <b><i>20/31.3 That the Council approves the accounting statements for 2019 / 2020.</i></b></li> </ul>	Clerk Remuneration (including £142.20 PAYE)	-£711.36	Covid-19 Street Warden Newsletter	-£31.50	Internal Audit Fee	-£105.00	Grass Cutting - April	-£230.40	<b>Balance C/fwd (22/05/2020)</b>	<b>£17,901.74</b>	Current A/C Balance	£495.00	BMM A/C Balance	£17,533.98	Petty Cash	£103.16	Cheques etc. not yet presented	-£230.40	Less ring-fenced / CIL balance	-£8,683.01	Less COVID-19 Community Response balance	- £468.50	Nett "Working Balance" as at 22/5/2020	-£9,218.73	
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<b>20 / 32 Member Reports</b>	<p><b>Parish Resilience Plan</b> A local resilience plan to be drawn up. Draft to be drawn up for the next Parish Council meeting.</p>	<b>KW</b>																								

	<p><b>COVID-19 Volunteer Scheme</b>  A leaflet drop had taken place and there were plenty of volunteers. The lanyards had been made for the Parish Council and can be used for future use. The Chair explained that monies not spent through the COVID-19 heading would need to be reimbursed to Hambleton District Council.</p>	
<p><b>20 / 33 Correspondence</b></p>	<p>Resident – email setting out concerns about the quality of the A684 road surface through the village and the repeated breaching of the 30mph speed limit through the village – circulated to Council and NYCC. A response had been received from the Highways Authority which states that this road is not being resurfaced in the near future. The Clerk to challenge the outcome and to respond to the letter explaining this.</p> <p>The Chair thanked Councillor Wilkinson for the updates received.</p>	<p><b>Clerk</b></p>
<p><b>20 / 34 Future Meeting Dates</b></p>	<p>Wednesday 29 July 2020  Wednesday 30 September 2020  Wednesday 25 November 2020  Wednesday 27 January 2021  Wednesday 31 March 2021  Wednesday 26 May 2021</p> <p>All meetings to commence at 7.30 pm.</p>	<p><b>Parish Council</b></p>
<p><b>20 / 35 Staffing</b></p>	<p><b>The following is exempt information as set out in Schedule 12A to the Local Government Act 1972. (Press and Public were asked to leave)</b></p> <p>At this point consideration was given to a request that Roger Dale continues as Acting RFO until the Clerk is able to take on these duties. There will be no additional cost to the Parish Council.</p> <p><b><i>Resolved: That Roger Dale continues as Acting RFO and that the draft job description be agreed.</i></b></p>	

The meeting closed at 8.30 pm.

**Website:** [www.morton-on-swale-parish-council.co.uk](http://www.morton-on-swale-parish-council.co.uk)

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