

Draft

BELTON WITH BROWSTON PARISH COUNCIL

Annual Parish Council Meeting

CHAIR : PETER NICHOLS VICE CHAIR : MICHAEL GRAYSTONE

Minutes from the Parish Council meeting held on 2nd June 2020

Remotely using Zoom

IN ATTENDANCE

P. Nichols (Chair), Councillors K. Botwright, D. Buckworth, M. Graystone (Vice), M. Greenacre, N. Light, H. Williams, I. Walpole and K. Palmer (Clerk).

The meeting commenced at 7.00pm.

1. ELECTION OF CHAIRMAN

Cllr Graystone Proposed Cllr Nichols as Chairman, Seconded Cllr Greenace. All In Favour. Cllr Nichols confirmed he will sign the acceptance of office form as soon as possible and return it to the Clerk.

2. ELECTION OF VICE CHAIRMAN

Cllr Light Proposed Cllr Botwright as Vice Chairman, Seconded Cllr Buckworth.

Cllr Williams Proposed Cllr Graystone as Vice Chairman, Seconded Cllr Walpole.

The vote was then taken for the position of Vice Chairman Cllr Botwright: Yes 3, Cllr Graystone: Yes 5. Carried. Cllr Graystone confirmed he will sign the acceptance of office form and return it to the Clerk as soon as possible.

3. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Cllrs Brown, Hillier and Staff, County Cllr Grant and Borough Cllrs Myers and Cameron. To accept the apologies Proposed Cllr Nichols, Seconded Cllr Walpole. All In Favour.

PUBLIC SECTION

There was no public section.

4. FINANCIAL REGULATIONS & BANK MANDATE

The Parish Clerk – Miss K. Palmer was confirmed as the Responsible Financial Officer.

Mr Dennis Cooper was confirmed as Internal Auditor.

PKF Littlejohn LLP were confirmed as External Auditors.

Cllrs Brown & Greenacre were confirmed as the Internal Control Officers.

Council Signatories were confirmed as Cllrs Buckworth, Graystone, Nichols, and Staff.

Council online banking access K. Palmer (RFO) and Cllrs Buckworth and Staff.

Proposed en bloc Cllr Nichols, Seconded Cllr Graystone. All In Favour.

5. DECLARATIONS OF INTEREST

Burgh Castle Parish Council – Cllr Nichols and Greenacre, Bohemians FC – Cllr Buckworth, Belton FC – Cllr Brown. Also note all Parish Councillors are Trustees of Belton Playing Field Charity.

6. MINUTES FROM LAST MEETING

Minutes from the meeting held on 19th May 2020 had been circulated to all members prior to the meeting. With one amendment to accept as a true and accurate Proposed Cllr Light, Seconded Cllr Buckworth. All In Favour.

7. MATTERS ARISING

-The Chairman reported he has received a complaint from a resident concerning the amount of horse muck on Church Lane in Belton. It was generally felt that living in a rural village such as Belton it would be acceptable to expect to find horse muck on the roads.

-Cllr Graystone stated he had been contacted by a resident asking to trim back trees on Bell Lane playingfield. After taking a look the trees are not as yet not overhanging the garden so it was agreed no work would be undertaken at the current time.

-Cllr Buckworth reported he has spoken to the Scouts and they confirmed they have added 40 tonnes of hard core along the lane following the donation made to them from the Parish Council. Cllr Walpole confirmed he had seen the hard core that had been added to the first 20-30 yards of the track however since there being heavy rain fall some of it has been washed away.

8. ADMINISTRATION & FINANCIAL MATTERS

PARISH COUNCIL CURRENT ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
BACS	K. Palmer – salary 1310.52 less pension 76.01, tax 38.40, nic 62.22		£1133.89
BACS	HMRC K. Palmer tax 38.40 , nic 62.22 , employer nic 79.83 D. Skipper tax 21.80		£202.25
BACS	D. Skipper wage 700.78 less pension 38.52, less tax 21.80 plus mileage £6.07		£646.51
BACS	Norfolk Pension Fund K. Palmer cont 76.01 council cont 301.41 D. Skipper cont 38.54 , council cont 161.18		£577.14
BACS	Dennis Cooper – Internal Audit fee		£225.00
BACS	Garden Guardian- grass cutting & fertilising	£370.28	£2221.70
BACS	GYB Services –Sandy Lane/Bell Lane bin emptying annual charge	£21.63	£129.79
BACS	GYB Services – River Way bin emptying annual charge	£21.63	£129.79
BACS	K. A. Wood – plumber repair tap at the allotments		£40.00
	Total for meeting	£413.54	£5306.07

PAVILION ACCOUNT

CQ	PAYEE/DETAIL	V.A.T	AMOUNT
BACS	K. Gipson wage 466.44 less pension 25.65		£440.79
BACS	Norfolk Pension Fund K. Gipson cont 25.65 council cont 107.28		£132.93
BACS	R. Johnson refund for cancelled party		£40.00
BACS	Cooks Blinds and Shutters - service	£46.99	£281.94
BACS	GYBC- Business rates grant repaid		£10,000.00
	Total for meeting	£46.99	£10,895.66

	LTSB 1 Year (08-09-20)	LTSB 1 Year (15-02-21)	Council A/C	New Road A/C	Ring fenced Balance
Bank Bal B/F	£30,000.00	£20,000.00	£41,777.85	£20,559.64	£51,262.00
Bank Bal After	£30,000.00	£20,000.00	£36,471.78	£9,663.98	£51,262.00

To Propose payment for the sheet above Cllr Nichols, Seconded Cllr Greenacre. All In Favour. The Clerk reported following having obtained the £10,000 grant from GYBC she has again been contacted to be told that as New Road is owned by the Parish Council, as a precepting body the grant can not be awarded to New Road and will therefore have to be paid back.

9. PLANNING

There were planning applications, however any comments concerning the Borough Wide Plan need to be forwarded onto the Clerk.

10. BOROUGH AND COUNTY COUNCILLOR REPORTS

There were no Borough and County Cllr Reports.

11. V.E. DAY MEMORIAL BENCH

Cllr Light asked the question when was it agreed to have the unveiling of the memorial bench and on whose authority was it agreed to issue the press release? No Councillors were invited to attend the unveiling and any press release must be made as a collective body not by an individual.

Cllr Graystone stated it had been agreed to unveil the bench on the Thursday before V.E. Day however due to the lock down this was not possible. A post was added to Facebook requesting access to use a drill so it was thought all Councillors would have been aware of it being installed. The bench has not been unveiled as yet and it has been suggested it could be formally unveiled on V.J. Day. No press release was given but a reported did call about the bench.

It was generally agreed in future Councillors must communicate with all members via email so everyone is kept up to date with what is happening. It was agreed if any Councillor is contacted by the press to make a statement the Chairman or the Clerk must be notified before a statement is issued. Any Council update must be published on the Council Facebook page and not on an individual Cllrs page.

12. CITIZEN OF THE YEAR AWARD

As the award can not be presented in the normal way during the Annual Parish Meeting it was agreed the Chairman or the Clerk will notify Marion and Colin Chilvers that they have won this years award. It can also now be advertised in the Village Voice.

13. NEW ROAD CYCLE PATH

It was agreed now the development at the top of New Road in Bradwell will not be going ahead to contact County Cllr Grant to find out if the cycle path maintenance can now be undertaken and fully funded by the NCC Sustainable Transport Fund as had been agreed.

With no further business the main meeting was closed 7.30pm