

Donington with Boscobel Parish Council

**Minutes of the meeting held on Tuesday 17th March 2020
At 7.00pm at The Red House Albrighton**

19.143 Welcome by the Vice-Chair

The Vice-Chair welcomed everyone to the meeting. She said it was being held in a larger room than normal as she had arranged for everyone to sit the necessary social distance apart as recommended in the Government advice.

19.144 Apologies for absence and reasons:

Cllr David Williams – Personal Commitment
Cllr Malcolm White – Health
Cllr Hugh Kirton – Health
Cllr Peter Thompson – Personal Commitment

The above apologies were noted and accepted

19.145 Declarations of Interest: a) Pecuniary b) Personal

None at this time

19.146 Public Session

There were no members of the public present

Cllr Robert Parry said that he wanted it recorded in the minutes that the meeting had taken place against medical advice.

Cllr Don Hickman and Cllr Chris Wilson both commented that there had been no official medical advice given to the Parish Council and that Cllr Parry was referring to informal, verbal advice given to him as an individual.

The Parish Clerk said that official advice from NALC (National Association of Local Councils) had been followed and Cllr Beechey said that new information had come out that day from NALC and that Councillors were being updated on a regular basis.

Cllr Jones as Vice Chair had arranged for a larger meeting hall where everyone could sit at the social distance as recommended in the Government advice.

Cllr Jones and Cllr Dale said that the meeting should move along making necessary financial decisions, and arrangements for conducting business during the health crisis.

19.147 Minutes:

The minutes of the Council meeting of Tuesday 18th February 2020 were accepted as a true record, **all in favour**.

19.148 Matters Arising

- a) **VE Memorial Day Bench** – approximate costings have been obtained by the Clerk for the consideration of the Council

It was agreed to delegate this item to email discussion

19.149 New Business

- a) **Assets Register Review** – to review the Parish Council's Asset Register

This item was deferred to the next meeting

- b) **Internal Auditor** – to approve an Internal Auditor for the close of the financial year

It was **agreed** to appoint Diane Malley of DM Payroll Services to be the Internal Auditor again this year

- c) **Calendar of meetings**

It was **agreed** to cancel April's meeting due to the health crisis.

It was **agreed** to delegate responsibility to the Parish Clerk to make payments as agreed within the budget with the consultation of the Chair and Vice Chair (Cllrs David Williams and Christine Jones) until the May meeting.

The following dates were **agreed**

- Tuesday 19th May 2020
- Tuesday 16th June 2020
- Tuesday 21st July 2020
- Tuesday 15th September 2020
- Tuesday 20th October 2020
- Tuesday 17th November 2020
- Tuesday 15th December 2020
- Tuesday 19th January 2021
- Tuesday 16th February 2021
- Tuesday 16th March 2021

19.150 Correspondence: For Action.

- a) **CPRE**

It was **agreed** that the Parish Council renews its membership in the coming financial year with a contribution of £36.

19.151. Correspondence: For Information.

a) English Heritage

Boscobel House has sent us a copy of posters advertising volunteer opportunities. Either outdoors in the grounds or inside as a house guide, email enquiries to volunteer.enquiries@english-heritage.org.uk or call 01793 414752 for further information

This was noted

19.152. Planning.

- b) **Applications:** None at this time
- c) **Permission Granted:** None at this time
- d) **Permission Refusals:** None at this time
- e) **Any other planning matters:** None at this time

19.153 Finance.

a) To approve the following payments –

Transfer to CCLA	Reserve funds	£90,000		LGA 1972 s.111
Balfours	Car Park Rent	£250.00		RTRA 1984 s.57
Pool management	Grant	£1585		LGA 1972 s.137
Vanessa Voysey	Clerk's salary & expenses (Nov)	£451.26	Inc. £16 home £15.79 travel	LGA 1972 s 112 (2) LGA 1972 s 111
HMRC	Tax	£63.20		LGA 1972 s.111
Catherine Lane	Travel Expenses 2019-20	£248.67	Travel expenses 2018-2019	LGA 1972 s.111
Hire This	Container	£4344		LGA 1972 s.137
John Yates	Pool Clearance	£240		PHA 1936 s.260(1)

It was **agreed** to approve the above payments.

b) Bank Reconciliation

It was **agreed** to receive and accept the bank reconciliation

c) Spend to date

It was **agreed** to receive and accept the spend against the budget.

d) Budget 2020/21

It was **agreed** to receive and accept the Budget allocations for the year 2020/21

19.154. Reports: Reports were deferred to the May meeting

19.155. Training : Training information is available on:
www.alcshropshire.co.uk/training

19.156 Date of the Next Meeting 19.05.20
Items for the agenda to be notified to the clerk by **09.05.20**