

WILLINGHAM BY STOW PARISH COUNCIL

**MINUTES of the MEETING of WILLINGHAM by STOW PARISH COUNCIL
held via Zoom online on Tuesday 12th May 2020 at 8pm**

Present: Cllrs D Bingham (Chairman), P Bates, D Leak, D Wain, S Webster from 2020/43, Q Connell from 2020/45

In Attendance: L Brooks-Sleight (Clerk)

2020/34 Apologies for Absence

None received

2020/35 Public Participation

No residents present

2020/36 Minutes of last Meetings

The Minutes of the Parish Council Meeting held on 6th March 2020 were approved & signed as a true and correct record **Resolved**

2020/37 Declarations of Interest

None received

2020/38 Representatives Report

None received

2020/39 Clerks Report

- All policies that are normally reviewed each year at the Annual Meeting of the Council will be reviewed at a later date/meeting when restrictions have been lifted
- The Clerk will make sure all documents & cheques approved at this meeting will be signed by the chairman and 1 other councillor during the next week
- The new website training on Wed 18th March at Saxilby was cancelled and will be rearranged at a later date. The current website will be available until the training has been given.
- Willingham Helpers was set up by residents, forming a group to provide help during the current Coronavirus pandemic to all residents self-isolating & needing help with food deliveries/medicines/someone to chat to etc
- The flag was getting tangled in the tree at the entrance of the playing field, Clerk contacted the PF Committee and permission was given to trim back the branches.
- The clerk took part in the Zoom online training with LALC to help with virtual meetings at this time
- The PC appreciated seeing all the houses that supported VE Day Celebrations making the day a great success even with the current restrictions
- The dead tree branch at the cemetery was removed by the Grass Cutting team

2020/40 To officially approve Resolutions made 20th March 2020 by email due to the Coronavirus Epidemic

Approved **Resolved**

2020/41 Annual Insurance Renewal

The payment of £338.40 for period 14/06/20 to 13/06/21 under long term agreement until 15/06/22 was approved **Resolved**

2020/42 Annual External Audit Exemption

The Annual External Audit Certificate of Exemption was approved **Resolved**

2020/43 Internal Auditor

The Internal Auditor for year 2020/21 was approved – B Bussey with the fee of £35pa **Resolved**

Signed:

Dated: 9th June 2020

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2020/44 **To approve Annual Audit 2019/20**

- a. Section 1 Annual governance statement 2019/20 – approved **Resolved**
- b. Section 2 Accounting statements 2019/20 – approved **Resolved**

2020/44 **Highways**

Email from HW - Cllr Butroid let me know that you wanted to progress the proposal as advertised, however, after speaking to my colleagues it's been decided to carry out some further assessments once coronavirus restrictions have been lifted. It may be that the restrictions outside the village hall are not progressed, but this will be subject to our findings. It's likely that some re-advertising may have to take place.

2020/45 **Planning**

To receive any correspondence/decisions by WLDC and discuss any planning applications

- Ref:140902 - Outline planning for 1no.dwelling with access to be considered and not reserved for subsequent applications, land at 1 Cotgarth Lane -15/4/20 *no comments*
- Ref:140849 - Planning application for single storey rear extension, loft conversion including dormer windows, balconies and other alterations, Hawthorn House, Meadow View – 30/3/20 *no comments*
- Ref:140731- Outline planning application to erect 1no. dwelling with all matters reserved, Land north of 33 High Street -12/3/20 in favour & support the application
- Ref:140889 - Planning application for a replacement farm slurry and farm run off storage lagoon. Park Farm *no comments*
- Ref:140592 - Planning application for two storey and single storey extensions, detached garage With access and parking, 17 Grange Lane *Granted time limit +conditions*

2020/46 **Finance**

The monthly accounts for payment were signed as a true & correct record **Resolved**
Dated – 23.04.20

100906	Office 365 Renewal	59.99
100907	VH Grant Funding (mins 2019/129b)	1500.00
100908	PF Grant Funding (mins 2019/129b)	2000.00
100909	VH Rent	67.00
100910	Internal Auditors Fee	28.00
100911	Flags - 2xUnion Jacks + VE Day	17.77
100912	LALC Subs	169.58
	Total	£3,842.34

Dated – 12.05.20

100913	Came & Company Insurance	338.40
100914	Salary - April	274.10
100915	Grass cutting - April	425.00
	Total	£1037.50

2020/47 **Agenda Items for next meeting and to take any points from members**

- Marton Rd – hole in middle of road due to the running water, clerk to report
- Abandoned car – High St, clerk to contact police for advice

2020/48 **To consider the exclusion of the public and press in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1 (2) due to the confidential nature of the items to be Discussed** none

The date & time of next Parish Council meeting was confirmed as Tuesday 9th June 2020 at 8pm (venue/online to be arranged later)

Meeting ends 8.30pm

Signed:

Dated: 9th June 2020

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