

Smisby Parish Council
Parish Council Meeting 19th May 2020

Minutes of Smisby Parish Council Meeting

Smisby Parish Council Attendance

Councillors Rushman, Taft, Cuming and Brooke. Parish Clerk Caroline Crowder

Members of the public and other organisations

District Councillors Haines and Churchill, County Councillor Chilton and one member of the public

1 Apologies for Absence

None

2 Declarations of Interest on Items on the Agenda

Councillors Brooke and Cuming for planning application DMPA/2020/0386

3 Any Agenda items that should be taken with the public excluded

None

4 Clerks Report

- a. New legislation has been passed by the government concerning Parish Councils. Meetings can now be held virtually; an annual meeting is not required this year and the chair can stay in the role for another year. Confirmed with Councillor Rushman that she wished to stay on as chair, she agreed.
- b. All Councillors are now authorised signatories on the account. The Clerk now has access to digital banking.

5 Motion

Motion proposed "As per Standing Order 26a and the Local Authorities and Police Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, propose the following changes to Standing Orders until May 2021 or such time as the government revises or revokes the legislation: Suspend 5b, c and e. **All Councillors agreed to this motion to suspend certain standing orders.**

6 Chairman's Communications

- a. Councillor Rushman had received an email from the previous Chair to say that he still has the key for the village lockup, he will return this to her once lockdown allows.
- b. She has been approached to look at the pavement and verge in part of the village, to see if it is possible for the space that has now appeared due do a hedge being trimmed back, could be turned into car parking space. She advised this would go onto the agenda for discussion in the next meeting. **Action Clerk to add to July agenda.**

S C Rushman

- c. Councillor Taft had approached her to see if it was possible for him to paint the village lockup door. This was discussed and Councillor Brooke advised that he should consult the Preservation Officer at SDDC as it may require permission.

7 Approval of Finance Report for 2019/20

All Councillors were in agreement to approve, resolved.

8 Report of the Internal Auditor

All Councillors were in agreement to approve, resolved.

9 Approval of Annual Governance Statement 2019/20

All Councillors were in agreement to approve, resolved. Action Clerk and Chair to sign the statement.

10 Approval of Accounting Statement 2019/20

All Councillors were in agreement to approve, resolved. Action Clerk and Chair to sign the statement.

11 Appointment of Internal Auditor

All Councillors agreed to appoint Brian Wood. Action Clerk to confirm appointment with Brian Wood.

12 Public Questions and Comments

The Lengthsman advised that she had also collected the rubbish along Heath End south up to the Boundary water tower. She commented that it was nice to see the safety van had been through the village.

13. Approval of Minutes from Smisby Parish Council Meeting held on 10th March 2020

All Councillors approved and the Chair will digitally sign after the meeting.

14. Telephone Box

- a. Councillor Rushman had drafted a letter before the meeting and circulated to all Councillors. The letter was concerning the sale of the telephone box to a resident. **All Councillors agreed to the wording of the letter. Action Clerk to print and issue letter.**
- b. Councillor Taft had gained some quotations for the preparatory work to take place at the Village Hall for the siting of the new telephone box. This work would need to be paid for via the Parish Council, but a donation from the Parochial Charity would cover the costs. **Action Clerk to email the parochial council to ensure they were ok to approve the costs.** Councillor Brooke asked how the telephone box would be fixed to the ground. Councillor Taft is to look into this. As the telephone box would be sited on land owned by the Village Hall it was queried if we had gained permission from the Village Hall to do this. **Action Clerk to email the Village Hall for them to officially grant permission to site on their property.** This then led onto questioning whose insurance should cover the telephone box. **Action Clerk to query with Parish Council insurers and ask the Village Hall to query with theirs.** A risk assessment will also need to be performed and documented before any work takes place.

15. Current Planning Applications

No objections from any of the Councillors to the planning applications.

16. District and County Councillor Updated

- a. County Councillor Chilton, advised that if there were any applications the Councillors wished to make, she does have some budget available. At the moment the County Council were working towards having a full virtual council meeting, allowing the public virtual access. She believed that pothole repairs were taking longer during lockdown, however the District Councillors advised their impressions were the service had improved. Domestic Violence has seen a rise during lockdown.
- b. District Councillor Haines, they have seen an increase in fly tipping, she encouraged the public to report any instances seen and could copy her and District Councillor Churchchill on them. The local tips are slowly reopening, the local one for Smisby being Newhall. It was advised to check the DCC website for full details. Grass cutting has resumed but they are still behind the normal schedule. She also wished to give credit to the rubbish collection team who had done an outstanding job in the current environment.
- c. District Councillor Churchill, the community grant scheme is still open until the end of May, anybody wishing to apply should contact Ian Hey at SDDC. He had issued an email to the clerk about cyber-crime and fraud tips.

17. Dates of Future Meetings

14th July 2020 (to be held virtually)

8th September 2020

18. Approval of Payments

Payee	Value (£)	Reason/Invoice Number	BACS/Cheque No
Kilworth Machinery	55.42	Newsletter postage and envelopes	BACS
B Wood	37.50	Internal Audit	BACS
C J Crowder	27.49	Printer cartridge	BACS
HMRC	150.80	Employer payment for Jan/Feb/March 2020	BACS
DALC	179.40	Subscription and training	BACS
C J Crowder	402.40	Clerk Salary	BACS
BHIB Insurance Brokers	406.42	Insurance	BACS
D Whitby	40.00	Playground inspection (May and June 20)	BACS
H Salt	50.00	Lengthsman (May and June 20)	BACS
C J Crowder	14.39	Zoom meeting	BACS

All Councillors agreed to the payments, Clerk to pay digitally.

- 13 Payments Received:
 - a. Received in financial year 2019/20 SDDC Concurrent Expenses £1,842.00
 - b. SDDC Precept £2,606.50
 - c. SDDC Grant £164.00

- 14 Communications received since last meeting
 - a. NALC x 15
 - b. DALC x 10
 - c. County Councillor Linda Chilton x 8
 - d. CVS
 - e. DCC x 8
 - f. SDDC x 13
 - g. District Councillor Churchill x 6
 - h. Police x 2
 - i. District Councillor Haines x 2

The Chairman thanked the Parish Councillors for attending and declared the meeting closed.
 The date of the next Parish Council meeting will be on Tuesday 14th July to be held virtually.

Signed:  Date: Jul 14, 2020

Signed: [S.C.Rushman \(Jul 14, 2020 20:36 GMT+1\)](#) Date:






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Final Audit Report

2020-07-14

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