

GREAT ABINGTON PARISH COUNCIL

A VIDEO CONFERENCE MEETING OF GREAT ABINGTON PARISH COUNCIL ANNUAL MEETING WILL BE HELD ON MONDAY 18th MAY 2020 at 7.15pm.

To attend this meeting via zoom go to the zoom **website (zoom.us)**, click ‘**join a meeting**’, and enter the **Meeting ID**: **: 876 1009 8129**. You will also be prompted to enter the following **password: 967504**

INFORMATION FOR THE PUBLIC

Members of the public are encouraged and welcome to attend meetings and can use the link to join from a computer. Members of the public have no right to participate in the general proceedings of the Council, unless invited to do so by Council (the Chairman). In online meetings they will be muted unless invited to contribute by the chair or if they have submitted a question.

THE ANNUAL PARISH MEETING HAS BEEN POSTPONED UNTIL OPEN MEETINGS CAN BE HELD SAFELY

AGM AGENDA

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) came in to force on 4 April.

- This legislation gave video conference meeting the authority to make decisions and function as a legal entity.
- Election of Chairman has been suspended until later in the year or until the 2021 AGM.

1. OPEN FORUM Parishioners can raise any matters of concern.

2. CO-OPTION OF NEW COUNCILLORS Applicants will be invited to explain what skills and qualities they would offer as a councillor, prior to any voting.

3. SIGNING THE ACCEPTANCE OF OFFICE FORM & COMPLETION OF THE REGISTER OF MEMBER’S INTERESTS FORM to be witnessed by the Clerk at a later date.

4. REGISTER OF MEMBERS INTERESTS FORMS- all councillors to review & update their forms

5. APOLOGIES

6. ELECTION OF OFFICERS FOR 2020/2021

- Vice-Chairman
- Planning meetings - Chairman and all Councillors
- Recreation Ground Committee representatives– 3 Councillors (previously LP,PZ & EP)
- Street lighting Roads, footpaths, hedges, trees and verges - 2 Councillors (previously LP,PZ & EP)
- Liaison with Little Abington Parish Council – 3 Councillors (previously whoever could attend)
- Police Liaison - 1 Councillor (previously JB)
- Village Institute Management Committee – 1 Councillor (previously BT)

- Newsletter – 1 Councillor (previously BT)
- Health & Safety inspection of assets: bins, benches, flowerbeds and bus shelters – 3 Councillors (previously PZ & LS)
- Finance working group – at least three councillors (previously TO,BT & anyone available)

7. APPROVAL OF THE MINUTES FOR THE LAST MEETINGS – held on 20th April 2020.

8. DECLARATION OF INTERESTS - To receive declarations of interest from councillors or any dispensations granted

9. REPORT FROM COUNCILLOR HENRY BATCHELOR –report from the District Council & County Council - separate report sent.

10 REPORT FROM COUNCILLOR JOHN BATCHELOR – report from the District Council - separate report sent.

11. PLANNING – separate sheet

12. FINANCE

- a) Authorisation of the payments in the table below.
- b) Income – interest £9.51 and a quarter of precept £3000.00.
- c) Update on getting councillors authorised to do on-line banking/bank transfers.

Payment to be authorised by Councillors:

101197	Paula Harper	Purchase of mobile phone £84.94 & subscription to zoom £14.39	£99.33
101198	Paula Harper	Net pay April and May 2020 – (tax code BR)	£428.64
101199	HMRC	Tax for April £53.40 & tax or May £53.60	£107.00
101200	Valerie Silvey	Printing two editions of Abington & Hildersham News	£189.00

- d) Approval and signing off the financial year figures.- **see separate sheet ‘summary of receipts & payments’ and the supporting statement.**
- e) Completion of the annual governance statement and approval and signing of the annual return accounting statements to be done once the internal auditor’s report has been issued. Date to be agreed to d complete the Annual Governance and Accountability Return?
- f) The public inspection period for the audit will run from 15th June – 24th July.
- g) Retrospective authorisation to engage Mike Gutteridge to act as the internal auditor?
- h) The Finance working party meeting was unable to meet due to the pandemic but the year-end documents were sent to Councillors,

Bank balances as at 31st March 2020.

Community Account - £10,543.10

Business Interest - £25,736.90

Active Saver Account (s106 funds) – £25,509.39

13. ACTIONS FROM THE LAST MEETING

- a) Request to secure the boundaries of the parking area at the Larkfield development.
- b) Council mobile phone purchased with contact number: 07951073767.
- c) Two new dog waste bins ordered for High Street & Pampisford Road.
- d) Highway Dept contacted again about three trees on A1307 verge, adjacent to Abington Lodge, requiring cutting down.
- e) Update on the transfer of the play area land from Hill Residential to the parish council.

14. ACTIONS REQUIRED DUE TO THE PANDEMIC

a) Any action the council could take to assist people/volunteer groups?

15. STATEMENT of INTERNAL CONTROL & RISK MANAGEMENT SCHEDULE ITEMS RAISED BY COUNCILLORS

a) Review and update the above documents

16. COUNCIL ASSETS

a) Feedback on the inspection of the council's assets: the benches, two bus shelters, defibrillator, salt bins, raised flowerbeds and noticeboard?

17. CORRESPONDENCE

a) Email from SCDC explaining the precept will be paid in quarters with the second quarter due earlier than expected on 14th May.

b) Email from SCDC Planning Dept. about concerns raised in the recent consultation and how it is dealing with the backlog of application.

c).Email from SCDC about Parish Council in financial difficulties due to the Pandemic.

18. NEXT MEETING'S AGENDA on 20th July.

Holiday dates?

