**023**

Draft Minutes of the Parish Council Meeting of Toft Newton Parish Council held in the Community Hall on Tuesday 1st September 2020 at 6.00pm

Those present: Councillors D Pavia, R Nelson, L Bebbington – Colbourne, M Colbourne, S Orr, B Kent, R Gibbs.

In attendance: J Waite (Clerk) 2 members of the public.

**1To receive apologies and reasons for absence Ref** **20/36**

None received.

**2To receive declarations of interest under the Localism Act 2011 – being any pecuniary or** **non-pecuniary interest in agenda items not previously recorded on Members’ Register of Interests. Ref 20/37**

None given

**3 To approve draft minutes of the Meeting of the Parish Council, held on 7th July 2020. Ref 20/38**

Resolved to approve as a true record.

Proposed Cllr R Gibbs Seconded Cllr B Kent. All in favour.

**4 Public Questions Ref 20/39**

A concern was raised about the grass verges looking over grown and untidy, and weeds on the block paved areas.

**5 Clerk’s report Ref** **20 / 40**

No report given, as all matters are agenda items.

**6. Financial Matters Ref 20/41**

**To be paid by BACS**

Salaries £382.16

Clerks Expenses and Disbursements £30.00

Green Grass Contracting – invoice 2490 £74.64

Newtoft Community Green Spaces donation £500.00

Cheque cancelled – still waiting for correct bank details to be able to pay this.

MKS Groundcare – ROSPA report £54.00

S Davis – Internal Audit £60.00

LALC – Online training £162.00

**To be paid by cheque**

None

**024**

Resolved to approve payments.

Proposed Cllr M Colbourne. Seconded Cllr R Nelson. All in favour.

No details have been received yet for the Newtoft Green Spaces account so the donation has not yet been paid.

 **End of Year Accounts 2019/20. Ref 20/42.**

The Clerk presented the accounts for inspection and these were accepted and approved by council.

Proposed Cllr M Colbourne. Seconded Cllr R Nelson. All in favour.

**Internal Audit Report. Ref 20/43.**

Internal auditor has suggested that Cllr Pavia declare a personal interest at each meeting as related to the staff member who carries out the playground inspections.

Report accepted by council.

Proposed Cllr M Colbourne. Seconded Cllr R Nelson. All in favour.

**Certificate of Exemption 2019/20. Ref 20/44.**

The certificate was approved by council.

Proposed Cllr R Nelson. Seconded Cllr L Bebbington – Colbourne. All in favour.

**Annual Governance Statements 2019 / 20. Ref 20/45.**

Approved by council.

Proposed Cllr R Nelson. Seconded Cllr L Bebbington – Colbourne. All in favour.

**Annual Accounting Statements 2019/20. Ref 20/46.**

Approved by council.

Proposed Cllr R Nelson. Seconded Cllr L Bebbington – Colbourne. All in favour.

Annual pay award for Clerks has been received from NALC, and it was resolved to accept. Pay increase to be back dated to April 1st and added to next salary payment.

Proposed Cllr R Nelson. Seconded Cllr S Orr. All in favour.

**7 Planning applications and decisions received Ref 20/47**

Application 141390 – No comments or objections

Application 141373 - No comments or objections

**025**

**8 Parish matters – To receive any report or consider any appropriate action Ref 20/48**

A) Grounds Maintenance - discussion about Parish Council taking on responsibility for the grass verges from WLDC.

B) Allotments - Clerk has sent out invoices for rent 20/21 and some rents have still to be paid. There is only 1 plot available.

C) Play area – signs stating no dogs on the field are to be ordered, 4 in total.

Proposed Cllr D Pavia. Seconded Cllr R Gibbs. All in favour.

The ROSPA report was circulated by email.

**9 To receive general comments from members for consideration on the next agenda. Ref 20/49**

Review risk management policy.

**10** **Date and Time of next meeting -**

Tuesday 3rd November 2020, be held at the hall Covid restrictions allowing.

Meeting closed 7.25pm.