

North Runcton Parish Council

Minutes of the North Runcton Parish Council Meeting held via Zoom due to the Coronavirus lockdown measures in place

Tuesday 9th June 2020 7.45pm

Present: Cllr R Morrish (Chair), Cllr K Fuller, Cllr L Gunn, Cllr P Yallop, Cllr L Stevens, Cllr K Williams, Cllr B Houchen

In attendance: The Clerk – Rachel Curtis

1. **To accept any apologies** - None
2. **Declaration of Interest / Dispensation in items on the Agenda** - None
3. **County and Borough Councillors Matters**

Cllr Gidney sent his apologies, but wanted to report that the Borough Council were holding its Planning Committee meetings via Zoom.

4. **Public Participation**

No members of the public asked to join the meeting.

5. **To approve the Minutes of the Parish Council Meeting held on 12th May 2020**

The Council approved the minutes and the Chairman duly signed.

6. **Clerks Report on any matters arising from the minutes of 12th May and subsequently any matters arising that have been actioned not on the agenda for this month's meeting**

Following the publication of the casual vacancy notice, the Borough Council received no requests to hold an election. Therefore the PC can proceed and fill the Councillor vacancy via co-option.

7. **To hear reports taken from the SAM2 Vehicle Activated Speed Signs**

Cllr Stevens compiled a report which showed traffic is down by 66% compared to April 2018, there have been less cars on the road due to lockdown.

At 7.53pm Cllr K Fuller joined the meeting.

8. **To hear an update on arrangements regarding the SDA and School Lane**

Following the draft deed being sent, neither the PC or the PC's solicitor have heard from the SDA. The builders have re-commenced work on site and it is understood that work will be finished later this summer.

9. **To report on VMP management matters**

The Clerk stated she didn't want to continue cleaning the Hall, Councillors understood her decision. No groups are using the Hall at present, the Buttercups have indicated they will return in September. It was agreed that the Risk Management committee should meet when there is indication from the Government that measures are eased enough so that indoor public halls can be used again. There may be measures that will need to be put into place in the Hall such as additional soap dispensers and paper towels. Consideration needs to be given to how Buttercups may need to be set up to use the Hall in terms of social distancing. The Clerk will make note of any guidance which may be issued.

10. **To hear an update on the Wildlife in Common project**

The Towlers have given permission for access over their land to get to the pond on Sheeps Course Wood, There is some work proposed to improve the biodiversity opportunities of a pond in the corner of the wood – including felling a tree to let in more light. Possible work day in July. Cllr Morrish has purchased a telegraph pole for Setch common to put the owl box on.

11. Action Planning – to consider PC goals for 2020

The PC recognises that during the lockdown some people who live on their own are finding it difficult. There is concern for the elderly and Councillors agreed they will keep a look out for people who may be vulnerable living in their area of the village. It was suggested that a late VE day event could be organised to lift the community spirit, this will be discussed further if possible to plan.

12. Highways – the Council will discuss any Highways issues

None

13. Planning

a) Any applications to consider – None

b) Decisions received from BCKLWN - None

c) Comments made to the BCKLWN - None

14. To hear any other planning issues relevant to the Neighbourhood plan

Nothing to report.

15. Correspondence

None

16. Finance**a) To agree Section 1 of the Annual Governance Statement 19/20 and Section 2 – Accounting Statements**

The Clerk read the statements from Section 1 and the PC agreed they would answer yes to all statements. Councillors confirmed the statements in section 2.

a) To discuss a budget forecast for the VMP

The Clerk had prepared a projection for the finances of the Hall for this financial year. Based on no income at all for 20/21 and also no cost for cleaning, there would be a shortfall of £2,631. This will be updated as circumstances change and the Hall is used for hire again.

b) To hear an update on Cashbook balances - 1st May – 31st May 2020

	Opening Balance 01/05/20	Less Apr Chqs	Less DD's	Add income	Closing Balance 31/05/20
	£	£	£	£	£
NRPC Account	37,217.12	824.38	2.40	0.00	36,390.34
VMP Account	2,509.33	148.85	93.41	60.00	2,327.07
					38,717.41

The following payments were considered for approval;

Date	Supplier	Description of Service	Amount on Invoice	VAT element - non recoverable
			£	£
<u>From VMP Account</u>				
05/06/20	R Curtis	Salary 6 th May – 5 th June 2020	148.85	0.00
			148.85	

From NRPC Account

05/06/20	R Curtis	Clerks Salary 6 th April – 5 th May 2020	565.78	0.00
05/06/20	R Curtis	Expenses	9.12	0.00
03/06/20	W Border	Internal Audit	60.00	0.00
30/04/20	CGM	Grass Cutting	150.30	0.00
			785.20	

17. Public Participation – all members of the public welcome – 5 minute session

- Not applicable

18. Items for future agenda

19. Date of next meeting – 14th July 2020

The meeting closed at 8.25pm.

Signed 14th July 2020