

HOLBECK & WELBECK

PARISH COUNCIL

Minutes of the Meeting of the Parish Council held in the Education Room at The Harley Gallery on Tuesday, 28 July 2020

Present: Councillors: D Wall, (Chair), C Chambers , S Cuckson, K Dukes
and W M Woodcock (Clerk)

1. Apologies for absence

Apologies for absence were received from **Councillors D Cooper, J Cuckson and M Newton**

Resolved to accept the apologies for absence.

County Councillor (CC) Kevin Greaves had also tendered his apologies.

2. Declarations of interests

None

3. Public Forum

No members of the public were present.

In his capacity as District Councillor, Councillor Kevin Dukes said it had been busier than ever during full 'Covid' operational mode. Statistics re infections showed the area doing better than the national average. He also advised the Food Bank was seeking a new manager.

Councillor Dukes also gave an update on the Neighbourhood Plan (NP). There had been a meeting before lockdown and the review was going ahead. Half the funding received had to be returned as it had not been possible to complete things, but he would be re-applying. He briefly outlined some of the plans in Norton and Cuckney. No planning applications had been received for the NP area by the Clerk, although Holbeck and Welbeck should be receiving these. Cllr Dukes said he would ask planning why H&WPC were still not getting the plans.

Thanks were extended to DC Dukes for his input.

4. Minutes of the previous meeting

The minutes of the Meeting held on Tuesday, 3 March 2020 were accepted as a true record. The Chairman signed them accordingly.

5. Matters arising

None

6. Annual Governance and Accountability Return 2019/2020

a) Certificate of Exemption – AGAR 2019/20 Part 2

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor provided that the Authority has certified itself as exempt.

Resolved Holbeck and Welbeck Parish Council certifies that during the financial year 2019/2020, the higher of the authority's total gross income or total gross annual expenditure for the year did not exceed £25,000 and it is therefore exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.

b) Annual Governance Statement 2019/2020

Members considered the Annual Governance Statement 2019/20, which had been circulated prior to the meeting.

Resolved that Section 1 (items 1-9), the Annual Governance Statement 2019/20, of the Annual Governance and Accountability Return 2019/20 Part 2, be approved and signed accordingly by the Chair and Responsible Financial Officer (RFO)

c) Accounting Statements 2019/2020

Members considered the Accounting Statements 2019/2020, which had been circulated prior to the meeting.

Resolved that Section 2, Accounting Statements 2019/2020, of the Annual Governance and Accountability Return 2019/2020 Part 2, be approved and signed accordingly by the Chair and Clerk/RFO

Proposed: Cllr K Dukes

Seconded: Cllr C Chambers

7. Financial statement and retrospective approval of accounts for payment

Members had conferred delegated authority to the Clerk during lockdown to ensure any and all financial and other matters could continue to be dealt with during periods when the Council could not hold meetings. Although remote meetings were permissible and actively encouraged instead of face-to-face meetings, some Members confirmed they did not have the requisite technology to meet in this way. Fortunately, the Parish Council had just obtained the facility to make payments on-line as lockdown was introduced. It was necessary to approve a retrospective amendment to Standing Orders and Financial Regulations, however, to facilitate the Clerk making payments this way.

Resolved to amend Standing Orders and Financial Regulations retrospectively to allow for payments to be made by the Clerk using Internet Banking.

Resolved to confirm, both retrospectively and continuing, delegated authority to the Clerk to deal with all Parish Council matters as required (where permitted by law) for the foreseeable future, safeguarding the Parish Councils position should further lockdowns be introduced.

The Clerk/RFO presented the Accounts for the Year ended 31st March 2020 (Appendix A), which had been circulated prior to the meeting, along with a copy of the Cash Book, Bank Reconciliation and list of variances.

Mrs J Greveson had conducted the Internal Audit once again and found everything satisfactory. There were no matters to report.

The balance of the Bank Account was currently £4,960.09.

Resolved to accept the financial statement and retrospectively confirm the following payments made via Internet Banking since the last meeting, the list having been circulated prior to the meeting.

	£
H M Revenue & Customs only	155.60
H M Revenue & Customs only	116.60
W. M. Woodcock	466.90
E.ON	128.27
E.ON	128.27
SLCC	78.00
Zurich Municipal	290.23
J Greveson	50.00

8. Street lighting

Prior to lockdown, it had not been possible to finally resolve matters between the Parish Council and Welbeck Estates, regarding the Council owned street lights on Welbeck Estate. Council had understood that the recent excessive charges from E.ON had been dealt with. However, Council was still being billed by E.ON as before and Clerk had been obliged to continue making the payments. Cllr Dukes agreed to contact the representative from Western Power and Thomas Campion, Welbeck Estates, to clarify the current position and resolve matters.

Noted

9. Date of next meeting

The next meeting of the Parish Council will be held on Tuesday, 29 September in the Education Room at The Harley Gallery at 7:00 p.m.

The meeting closed at 7.40 p.m.

Chair's Signature: _____

Date: _____

HOLBECK & WELBECK
PARISH COUNCIL

Receipts and Payments Account
for the Year Ended 31 March 2020

2018/19		2019/20
	Receipts	
3450.00	Precept	3925.00
64.00	Concurrent Grant	19.00
0.00	Interest Received	0.00
3139.19	VAT	19.21
<u>1500.00</u>	Other Grants	<u>0.00</u>
<u>8153.19</u>		<u>3963.21</u>
	Payments	
2563.08	Staff Costs	2178.35
4497.65	General Administration	639.75
300.00	Section 137	65.00
384.06	Electricity	484.87
<u>19.21</u>	VAT	<u>36.30</u>
<u>7764.00</u>		<u>3404.27</u>
	Cumulative Fund	
3286.03	Balance b/fwd at 1.4.19	3675.22
8153.19	Add Receipts	3963.21
<u>7764.00</u>	Less Payments	<u>3404.27</u>
<u>3675.22</u>	Balance c/fwd at 31.3.20	<u>4234.16</u>
	Represented by	
3675.22	Cash at Bank - Current Account	4234.16
<u>3675.22</u>		<u>4234.16</u>

Correspondence Listing: 2020

Originator	Dated	Details
Bassetlaw District Council	13.03.20	Planning application: 20/00287/LBA – Amendments to 18/01570/LBA: The School of Artisan Food, Welbeck
Bassetlaw District Council	E-mails 20.03.20 09/24.04.20 17/16/22/29.05.20 05/12/26.06.20 03/10/17*.07.20	COVID 19 - Coronavirus Updates
Bassetlaw District Council	Email 16.04.20	Coronavirus Act: Letter to Parish Councils
Bassetlaw District Council	Email 22.05.20	Covid 19 Mental Health Guide
Bassetlaw District Council	Email 03.06.20	In Touch Issue 47 – Spring 2020
Bassetlaw District Council	Email 24.06.20	Opening of Playgrounds
Bassetlaw District Council	Email 30.06.20	COVID-19: Guidance for the safe use of multi-purpose community facilities
Bassetlaw District Council	Email 03.07.20	Street Naming and Numbering 20/00047*
Bassetlaw Integrated Care Partnership/NHS Bassetlaw CCG	Email 16.04.20	Better in Bassetlaw Bulletin: Issue 11 – April 2020*
Campaign to Protect Rural England (CPRE) Nottinghamshire		Newsletter: January 2020 Annual General Meeting – Minutes 14 June 2019 Annual Report 2019
Campaign to Protect Rural England (CPRE)	Spring/Summer 2020	Countryside Voices Fieldwork - Volume 17 Issue 1
Clerks & Councils Direct	March/May 2020	Issue 128 & 129
NALC	Winter/Spring 2020	LCR
Nottinghamshire Association of Local Councils	Email 17.03.20	CCN/County APPG – Rural Bus Enquiry
Nottinghamshire Association of Local Councils	Email 20.03.20	SAAA letter re Covid 19 and Audit
Nottinghamshire Association of Local Councils	E-mails 12/20.03.20* 07/08/09.04.20 11/27/29.05.20 03/10/25/29/30.06.20 01/16.07.20	Coronavirus – Information for Parish & Town Councils*
Nottinghamshire Association of Local Councils	Email 07.04.20	L01-20: The Local Authorities & Police & Crime Panels (Coronavirus) (Flexibility of Meetings) Regulations 2020

Nottinghamshire Association of Local Councils	Email 07.04.20	PR4-20: NALC Response to Consultation on Local Authority Meeting Regulations
Nottinghamshire Association of Local Councils	Email 25.03.20	Nottinghamshire Association of Local Councils: Newsletter March 2020*
Nottinghamshire Association of Local Councils	Emails 18.03.20 28.04.20 15.06.20	How to Guides: Conducting Formal Disciplinary Action How to Manage Sickness Absence Redundancy - Managing Staff No's./Wages Budget
Nottinghamshire Association of Local Councils	Emails 03.04.20 26.05.20	Council News: April 2020 Newsletter - Employment Law Update May 2020
Nottinghamshire Association of Local Councils	Email 29.05.20	Letter from NALC's Chairman: Building Back Communities
Nottinghamshire Association of Local Councils	Emails 17.06.20 06/09/22.07.20	NALC & BHIB New Risk Assessment Guide Reopening Playgrounds, Recreational Facilities, Outdoor Gyms & Public Toilets
Nottinghamshire Association of Local Councils	Email 16.07.20	Notts ALC Proposed Constitution 2020
NALC/SLCC	Emails 16.07.20 20.07.20	Meetings: Checklist for holding in-person meetings
Nottinghamshire Association of Local Councils	Email 22.07.20	EPC4 – NALC Consultation: Communities framework & the devolution white paper*
Nottinghamshire County Council	Emails 11.05.20 29.05.20	Household Waste Recycling Centres and Community Fund*
Nottinghamshire Energy Partnership	Email 09.07.20	Support for Nottinghamshire residents from the Warm Homes Hub*
Nottinghamshire Police	Emails 04.03.20 11/30.04.20 04.06.20 05.07.20	Stakeholder Update – February/March/April/May/June 2020*
Nottinghamshire Police & Crime Commissioner	April/June 2020	The Beat*
Nottinghamshire Police & Crime Commissioner	Email 16.07.20	RCAN Membership Scheme*

* Forwarded to Members individually prior to the meeting