**Everdon Parish Council**

**Minutes of the virtual Annual Parish Council meeting held on 11 May 2020 at 6:30pm**

(Zoom video conferencing (in terms of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel meetings) (England and Wales) Regulations 2020)

**Present**:

Councillors Kevin Nichols (Chairman), Ron Flounders (Vice-chairman) Peter Bowman, Peter Cooper, Shaen Linfoot, David Osborne, Keith Wilkins and Will Willits.

In attendance: Erica Fothergill (Clerk/RFO) and one resident.

**Minutes**

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|  | The Chairman welcomed everyone to this first virtual meeting since the outbreak of Coronavirus and consequent lockdown on 23 March 2020 and thanked them for attending.  |
|  | As there were no other nominations, both the current Chairman and Vice-chairman agreed to remain in post until May 2021. As declaration of Acceptance of Office forms have to be signed in the presence of the Council’s Proper Officer, they will be signed at the first meeting after lockdown has ended. |
|  | There were no requests for dispensation from members of the Council. |
|  | Public Open Forum – Nothing to report. |
|  | There were no apologies for absence. Cllr Cooper joined the meeting at 6:45pm due to technical issues. |
|  | There were no Declarations of Interest for items on the agenda. |
|  | RESOLVED to approve the minutes of the meeting of the Parish Council held on Monday 23 March 2020. |
|  | **Finance**RESOLVED to approve the following documents and payments: 1. Bank reconciliation for March and April 2020;
2. Receipts & Payments for March 2020;
3. Payments, listed in Addendum A.
4. Resolved to continue using online payments, in terms of paragraph 6.9 of the Council’s Financial Regulations;
5. Resolved to continue using Northants CALC as the Council’s Data Protection Officer and their internal audit service.
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|  | **2019/20 Audit:**RESOLVED to approve the following documents in respect of the 2020/21 financial year-end and audit:1. Certificate of Exemption (by virtue of the council’s income being below £25,000), Section 9 of the Local Audit (Smaller Authorities) 2015;
2. Section 1, Annual Governance Statement;
3. Section 2, Accounting Statement;
4. List of payments that exceeded £100;
5. Continuing Contract and Statutory Duty Payments;
6. Continuation of subscriptions;
7. Explanation of variances.
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|  | **Highway updates**Cllr. Wilkins reported that the drains on Fawsley Road had not been repaired yet and that the road was still wet. It was also reported that none of the potholes in the village, identified during a recent site visit by Highway representatives, have been repaired, although they have been marked. **Action**: It was agreed that the Chairman would write to Highways, seeking an update.The Chairman reported that the this year’s Community Speed Watch scheme had been suspended in line with lockdown and social distancing regulations. |
|  | RESOLVED to approve the Asset Register and Came & Company’s 2020/21 insurance renewal quotation. |
|  | Due to social distancing and lockdown regulations, it was agreed to cancel the Best Front Garden award this year.  |
|  | The Chairman and Councillors expressed their appreciation for the well-organised group of volunteers in the village who were going out of their way to assist vulnerable fellow residents. |
|  | The Meeting closed at 6:55pm and the next virtual meeting of the Parish Council will be held at 6:30pm on Monday 8 June 2020. |

**Addendum A**

RESOLVED to approve the following payments, made by the Council, between March and May 2020.

March Payments (also circulated and approved by email)

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| --- | --- | --- | --- |
| Payee | Amount | Reason for payment | Method |
| Clerk | £503.25 | Salary, Expenses (incl. printer cartridges)  | BACS |

April Payments (also circulated and approved by email)

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| --- | --- | --- | --- |
| Payee | Amount | Reason for payment | Method |
| Clerk | £733.12 | Salary, Expenses (incl.6 x e-mail renewals @ £43.06 each = £258.36) | BACS |
| E.On | £75.96 | Maintenance Q4 2019/20 | BACS |
| NCALC | £433.67 | Subscription and internal audit | BACS |
| SLCC | £36.00 | SLCC Accessibility webinar (clerk) | BACS |
| E.On | £274.85 | Electricity Q4 2019/20 | BACS |
| Luke Costello (HGM) | £440.00 | Mowing: March/April 2020 | BACS |
| St. Mary’s Church | £500.00 | Grant: Churchyard maintenance | BACS |

May Payments

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| Payee | Amount | Reason for payment | Method |
| Clerk | £143.88 | Refund Clerk for the annual Zoom subscription, inclusive of VAT | BACS |
| Came & Company | £359.24 | 2020/21 Insurance premium | BACS |