**Everdon Parish Council**

**Minutes of the remote Parish Council meeting**

**held on 8 June 2020 at 6:30pm**

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

**Present**:

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

In attendance: Erica Fothergill (Clerk/RFO), District Councillor Johnny Amos and one resident

**Minutes**

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|  | The Chairman welcomed everyone to the virtual meeting and thanked them for attending.  |
|  | There were no requests for dispensation from members of the Council. |
|  | **Public Open Forum** A resident attended to comment on planning application DA/2020/0312. District Councillor Amos attended and briefed the council on progress with regard to the unitary authority.  |
|  | Apologies for absence were received from County Councillor Robin Brown. |
|  | There were no Declarations of Interest for items on the agenda. |
|  | RESOLVED to approve the minutes of the virtual annual meeting of the Parish Council held on Monday 11 May 2020. |
|  | **Finance**RESOLVED to approve the following documents and payments: 1. Bank reconciliation for May 2020;
2. Receipts & Payments for May 2020;
3. 2019/20 Internal Audit Report. There were no issues arising from the report and the Chairman and Councillors thanked the Clerk for her hard work on achieving another clear audit.
4. Payments, listed in Addendum A.
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|  | **Planning Applications**Planning Application: DA/2020/0247 - Mill Farm, Stubbs Road, EverdonDetails: Single storey rear extensionComment: Council unanimously supported the applicationPlanning Application: DA/2020/0312 - Halifax Lodge, Bethels Lane, EverdonDetails: Replace conservatory with single storey rear and side extension. New entrance door and windows including changes to size of some openings. Rendering to external walls.Comment: Council did not support this application and submitted a detailed list of issues to the case officer, including the bulk of the work being carried out prior to submission of the planning application, the major alterations to the external appearance, removal of trees from a conservation area without planning permission, addition of windows where none previously existed, etc. and Council has requested detailed responses from DDC. |
|  | **Highway updates**The Chairman reported that the some of the potholes in the village, including Snorscomb and Little Everdon had been repaired, but that there were more potholes to be repaired. The Chairman had already contacted Highways for an update on the remaining work and clearance of the drains and a response is awaited.  |
|  | The following Policies and Procedures had been reviewed and all amendments were approved:* Standing Orders;
* Financial Regulations;
* Financial Control Risk Assessment;
* Press & Media Policy;
* Policy on recording of council meetings;
* Data Protection Policy;
* Data Breach Policy;
* Records Retention Policy;
* Subject Access Request Procedure.
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|  | Date of next virtual meeting – The next virtual meeting of the Parish Council will be held at 6:30pm on Monday 13 July 2020. Meeting closed at 7:35pm. |

Addendum A – Approved payments (item 7.4)

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| Payee | Amount | Reason for payment | Method |
| Clerk | £474.76 | Salary & Expenses  | BACS |
| Luke Costello (HGM) | £220.00 | Mowing: May 2020 | BACS |
| ICO | £35.00 | Annual Data Protection subscription | D/Dt |
| Netwise | £58.61 | Website disk space upgrade | BACS |
| CPRE | £36.00 | Annual subscription  | BACS |