

Holme East Waver Parish Council

**NOTICE of Ordinary meeting of the Parish Council to be held on line via Zoom.
Meeting ID 897 1284 7452 Passcode 634665 on Thursday 16 July 2020 at 7:30pm.**

AGENDA

Apologies for absence and declarations of interest.

REQUESTS FOR DISPENSATIONS

The clerk to report any requests received since the previous meeting for dispensations to speak and/or vote on any matter where a member has a disclosable pecuniary interest.

An on-going dispensation is in force with regard to the Precept.

DECLARATIONS OF INTEREST

To receive declarations by elected and co-opted members of interests in respect of items on this agenda.

Members are reminded that, in accordance with the revised Code of Conduct, they are required to declare any disclosable pecuniary interests or other registrable interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting.)

Members may, however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared in the Register, as well as any other registrable or other interests.

If a Member requires advice on any item involving a possible declaration of interest which could affect his/her ability to speak and/or vote, he/she is advised to contact the clerk at least 24 hours in advance of the meeting.

- 1.1 To elect chairman**, who will then sign the form of acceptance of office
- 1.2 To elect vice chairman**
- 1.3 To consider re-adoption or amendment of standing orders**
- 1.4 To appoint** one member as Highways contact

2 Minutes

- 2.1 To approve** the draft minutes of the meeting of the Parish Council held on Thursday 12th March 2020

3 Report on action taken...

- 3.1 ...by members of the Council
- 3.2 ...by the clerk

Summary of actions taken with regard to Covid-19 – see also item 5.4.

- 3.3 **Public participation.** (At the chairman's discretion)

4 Correspondence

To review correspondence received and take any appropriate action.

- 4.1 Consideration of any correspondence relating to the proposed changes to the arrangements for footway lighting.

5 New business

- 5.1 Playground – report on developments since last meeting and current situation. Consideration of quotations for drainage remedial work. Consideration of the Inspection Report and any required action.
- 5.2 To consider the re-appointment of PL Gauntlett Accounts Ltd to handle PAYE for the Council.
- 5.3 To consider the re-appointment of PL Gauntlett Accounts Ltd to handle the Internal Audit for the Council.
- 5.4 Covid-19 review of the current situation, discussion and decision on any required action.

Holme East Waver Parish Council

6 Finance

6.1 Information

- 6.1.1 **To approve** annual return: governance statement.
- 6.1.2 **To approve accounts** to March 31st 2020 (circulated with this agenda)
print-out of Receipts & payments book; 3-year comparative summary;
bank reconciliation & explanation of variance;
bank statements to 31st March 2020
- 6.1.3 **To approve** annual return: accounting statements.
- 6.1.4 **To note** report of internal auditor.
- 6.1.5 **To examine and approve** the Certificate of Exemption from the Limited Assurance Review.
- 6.1.6 **To approve** accounts to June 30th (available at meeting)
- 6.1.7 **To note** Information Commissioner: confirmation of registration renewal to 6/4/21
- 6.1.8 **To note** VAT return situation - amount to reclaim **£124.90**
- 6.1.9 **To note** Allerdale BC: precept 1st payment **£3430**
- 6.1.10 **To note** Via CALC – confirmation of S.137 spending limit of £8.32 per elector for 2020/21.

6.2 To approve the following payments

- 6.2.1- Clerk: salary **£667.34 ***
 - 6.2.2 – Clerk: expenses: phone and broadband £25.48, postage etc. £15.56, 61.33 mileage miles at 36p /mile £22.08
Total **£63.12 ***
 - 6.2.3 - CALC: subscription renewal 2020/21 – **£133.25**
 - 6.2.4 - BHIB Insurance renewal – **£331.87 ***
 - 6.2.5 - P L Gauntlett: share of invoice (£100) for PAYE services **£33.00 ***
 - 6.2.6 - P L Gauntlett: internal audit fee **£50.00 ***
 - 6.2.7 - Information Commissioner: by direct debit and confirmation of renewal of registration **£35.00 ***
 - 6.2.8 – Bowness on Solway PC – Share of Zoom license - **£26.13 ***
- * denotes payment previously authorised or authorised under Emergency COVID powers by the Chairman and clerk.**

7 Highways

- 7.1 Highways steward

8 Planning.

8.1 Applications on which Allerdale BC decision is awaited.

- 8.3.1 – OUT/2020/0001 - Outline application for demolition of agricultural buildings and outline application for residential development, West End Farm, Newton Arlosh.

8.2 Applications decided by Allerdale BC.

None

8.3 Applications dealt with under standing order.

None

8.4 Applications to be considered at this meeting.

None.

9.1 Documents received for comment.

None.

9.2 Documents received for information (available on request to clerk)

- 9.2.1 CALC Circulars for February and March.

Holme East Waver Parish Council

10.1 Any information brought by members of the Council

10.2 Any information brought by Borough Councillor.

10.3 Any information brought by County Councillor.

10.4 Any information from the clerk.

10.5 Police report

11 Meeting dates. (Provisional on Covid 19 situation)

11.1 Date of next meeting Parish Council Meeting is **Thursday September 10th 2020 at 7. 30p.m in Newton Arlosh Village Hall**

11.2 Future date: Thursday 12th November 2020 at 7.30p.m. in Newton Arlosh Village Hall