

**Minutes of Scalford Annual Parish Council Meeting
Held remotely by Zoom on Monday 18thth May 2020**

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Present: Cllrs, Elizabeth Bryan, Brian Dodd, Robert Thring, T Spencer, Robert Ingles,
Margaret Wright

Apologies: None

In attendance:

Members of the Public: 4

Public Participation: None

20/901

Election of Chairman:

Cllr Bryan was unanimously re-elected as Chairman

20/902

Election of Vice Chairman:

Cllr Dodd was unanimously re-elected as Vice Chairman

20/903

Declarations of Disclosable and Pecuniary Interest:

Cllr Thring re Item 12 increased electrical capacity at Scalford Station site

20/904

To approve and sign the Minutes from the Parish Council Meeting held in Scalford Village Hall on Monday 24th February 2020:

It was unanimously agreed that the Minutes from the Parish Council Meeting on the 24th February 2020 were a true record and it was agreed the Minutes to be signed at a later date by the Chairman of the Meeting when practical.

20/905

Planning:

Following the recent planning decision regarding the development of the Pilgrims Garage site on King Street, Cllr Dodd raised the matter of the car parking spaces permitted on this application. The number of parking spaces did not conform to the laid down policy of MBC and when queried with the planning officer it was stated that on street parking was available therefore the application was passed with one space less than it should have been. Cllr Dodd requested that the Parish Council write to MBC and insist that the allocation of off-street parking on any development must adhere to the minimum requirement as laid down in their own Planning Policy. This was unanimously agreed.

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20/906

Accounts - Receipts & Payments April 2020

HMR&C – Vat Refund	£2602.11
HSBC – Interest	£ 10.06

Payments:

B P	Eon	£393.67
B P	LRALC	£233.65
BP	C J Hill	£410.25

20/907

End of Year Accounts:

The end of year accounts had been circulated by the Clerk and it was unanimously agreed the closing balance of £68163.19 was true and correct.

20/908

Internal Audit Report:

The Internal Auditors final report had been circulated by the Clerk and was unanimously adopted

20/909

Year End:

Sections 1 Annual Governance Statement 2019/2020 of Annual Return was unanimously approved.

20/910

Section 2 Accounting Statements 2019/2020 of Annual Return was unanimously approved

20/911

Adopt Revised Financial Regulations based on NALC model 2019

The Clerk had circulated the revised Financial Regulations which had been adapted from the NALC 2019 model regulations to the Council requirements and these were unanimously adopted with immediate effect.

20/912

Revised Standing Orders based NALC model 2018

The Clerk was in the process of adapting the NALC model Standing Orders to the Council requirements but had not completed the task by the time of the meeting, it was therefore unanimously agreed that they would be completed and circulated before adoption at a future meeting.

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20/913

Review and amend if required all other Council policies listed below

Statement of Internal Control

Risk Assessment Policy

Equal Opportunities Policy

Code of Conduct

Asset Register

Allotment & Cemetery Fees

Bank Mandate

Complaints Policy

Reserves Policy

Data Security/Policy – Data Protection Policy & Data Breach Policy

General Privacy Notice and Privacy Notice for Councillors

All other policies were reviewed and it was unanimously agreed they were fit for purpose, they were therefore readopted, the Insurance Policy was due for renewal in early August and would be reviewed In July.

20/914

Neighbourhood Plan:

Cllr Ingles had circulated the examiners report and suggested that the Council accepted the recommendations in full this was unanimously agreed and MBC would be notified of the Councils decision and would revise the plan accordingly. It was also agreed to write to the Neighbourhood Plan Group and notify them of the Councils decision.

20/915

Parking at Horsepool Allotments:

Following complaints from allotment holders regarding the lack of car parking and amount of accumulated miscellaneous rubbish it was agreed to provide a skip at an estimated cost of £200.00 for tenants to clear and load all the rubbish into. It was also agreed to employ P Rear at an estimated cost of £75.00 to clear back overgrown bushes etc. to the original boundary line. It was hoped that these two measures would create enough additional parking space to resolve the matter.

20/916

Increased electricity capacity at Scalford Station Site:

Mr Paul Towns who has a business at the site had joined the meeting and was invited to explain the need to upgrade the electricity supply and he was thanked by the Council for the information he had supplied no further action was required.

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20/917

Felling of tree at 8 Sandy Lane:

Cllr Ingles brought to the attention of the Council a complaint from a resident regarding the felling of a tree that appeared to have been done without the necessary planning consent. The matter had been reported to MBC by the resident who had brought the matter to the attention of Cllr Ingles. It was unanimously agreed to write to MBC and request what action they were taking over the matter.

20/918

Matters arising from emails circulated and other matters

Cllr Dodd reported that the school would currently be unable to use the village hall because the County Council had advised that several reports had not been carried out that were required before the school or public could use the hall. Cllr Dodd also reported that discussions were taking place to resolve the matter as it would be essential that the school could use the facility once the COVID lockdown restrictions were eased.

The Clerk raised the matter of an invoice from Collins Hall engineering for consultations on the bridge abutment, it was unanimously agreed the cost looked excessive and instructed clerk to endeavor to obtain a reduction in the price.

Other matters raised were the benches near the dog bin Melton Road and on Eastwell Road both of which needed attention and the replacement sign for Kings Close

20/919

Items for Next Month' s Agenda:

The meeting closed at 8.45 pm

Date of Next Meeting: Monday 22nd June 2020 at 7.30 pm remotely by Zoom

Chairman Scalford Parish Council

Date: _____

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