

ABBOTTS ANN PARISH COUNCIL
Minutes from the Meeting
held on Thursday 7th May 2020 at 19:00
via the Zoom platform.

Present: Parish Cllrs: A Jordan (Chairman), G Howard (Vice Chairman),
A Jones, D Perkin, C Wallis, C Coffey, P Roberts.
Borough Cllrs M Flood & D Coole & County Cllr A Gibson

Members of the Public: 7

Minutes: Mrs C L Cotterell – Parish Clerk

Meeting started at 19.03

AGENDA ITEM		ACTION
1	<p>Chairman's Opening Remarks</p> <p>Chairman advised all present on the format of the meeting and on the order of debate laid down in Standing Orders. Members of the public were asked if they wished to speak about any items on the agenda. The Chairman confirmed the meeting would take a short break at 8pm to Clap for Carers.</p> <p>The Chairman thanked members of the community, including the support group and the shop, for ensuring that the most vulnerable members of the community were looked after. The Chairman thanked all members of the Council and the Clerk for making the Business Continuity measures work to keep essential Council business running.</p>	
2	Apologies for Absence – None.	NOTED
3	<p>Declarations of Interest</p> <p>There were no declarations of interest for any items on the agenda.</p> <p>All Cllrs present confirmed they had no amendments to their Register of Interests form.</p>	NOTED
4	<p>Cllrs to agree the minutes to be an accurate record of the meetings held on:</p> <ul style="list-style-type: none"> a) 5th March 2020 – Full Council Meeting – Proposed Cllr Jordan, seconded Cllr Howard, voted 6 for, 1 abstention due to absence from the meeting. b) 13th March 2020 – Extraordinary Meeting – Proposed Cllr Jordan, seconded Cllr Wallis, voted 4 for, 3 abstentions. c) 20th March 2020 – Extraordinary Meeting – Proposed Cllr Jordan, seconded Cllr Jones, voted 3 for, 4 abstentions. 	
5	<p>Actions/Updates</p> <p>Cllrs to note actions and updates already circulated and published.</p> <p>Cllrs noted the request from Cllr Coffey to split the Sports and Recreation portfolio, removing the Play Areas from the portfolio, details will be agreed out of Council meeting.</p> <p>Cllrs noted reports from the Clerk and for the portfolios:</p> <ul style="list-style-type: none"> Amenities Environment Development & Infrastructure – Cllr Roberts added he had received information about the drainage/flooding from Cllr Flood and will summarise in a report before the next meeting. Wellbeing Policy Sports & Recreation – no report. 	NOTED Cllr Roberts
6	<p>Borough and County Councillor Reports</p> <p>Cllrs to note Borough and County Councillor reports.</p> <p>Cllrs noted the reports received from Cllrs Flood and Gibson – the reports will be published with the draft minutes. Cllr Gibson added the household waste recycling centre will re-open on Monday 11th May.</p>	
7	<p>Internal Audit Report 2019/20</p> <p>Cllrs to receive the internal audit report and agree any actions required.</p> <p>The Chairman commented that these are an outstanding set of accounts and the Clerk should be commended for her diligence. Cllrs noted the Internal Auditor's report and the auditor's recommendations:</p> <ul style="list-style-type: none"> a) that the Burial and Sportsfield Committees should be clearly designated and treated as working parties, and b) regarding Members portfolios – care should be taken to ensure that members do not make individual spending or commitment decisions without a prior minute approval. <p>It was confirmed that the Burial Committee has already been dissolved, the Sportsfield Committee is under consideration as the next item on the agenda and that Portfolio Holders have no financial delegation – Proposed Cllr Jordan, seconded Cllr Perkin, all agreed. Thanks were given to the Clerk for her work on the audit.</p>	

