

**MINUTES OF MEETING OF PETTAUGH PARISH COUNCIL HELD
ON
20 JANUARY 2021 AT 6.30 p.m. BY VIDEO CONFERENCE**

Those present: Councillor Belinda Bulsing, Councillor Andy Corrigan and Councillor Esther Thornton.

- 1. Apologies and note of Absences.** Apologies were received from Councillor Stephen Rowe and his absence was approved. Councillor Andy Corrigan was elected as chairman for the meeting.
- 2. To receive any Declarations of Interest, Pecuniary and Non-Pecuniary.** Councillor Belinda Bulsing and Councillor Esther Thornton declared non-pecuniary interest in item 3 on the agenda.
- 3. To appoint interim clerk/clerks.** Councillor Belinda Bulsing and Councillor Esther Thornton volunteered to act as clerks to the Parish Council on a meeting by meeting basis pending the successful recruitment of a permanent clerk.
- 4. To consider and agree the Minutes of Parish Council Meeting - 21st December 2020.** Councillors voted to accept the resolution to approve the Minutes. The Minutes were approved as a true and correct record. Councillor Andy Corrigan (Chair) proposed and Councillor Belinda Bulsing seconded to note their thanks to Councillor Esther Thornton for preparing the minutes and other correspondence.
- 5. Public participation session -** There were no issues raised by members of the public.
- 6. To review Financial Statements -** The Councillors reviewed the latest financial information available and considered the most up to date balances. The Councillors confirmed the remaining budget balance as £2271.66. The Councillors noted that this balance remained because Councillors Belinda Bulsing and Esther Thornton carried out the clerking duties at no cost to the Council for the financial year. The Councillors also noted £6042.30 as the balance in the Barclays Business Community Account and the two un-presented cheques in the sum of £211.73. The Councillors also confirmed £1,054.10 as the balance in the Barclays Business Premium Account as at 16 January 2021. Councillor Andy Corrigan (Chair) agreed to sign the Financial Statement as approved.



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7. **To consider current requests for payment** - The Councillors considered the invoice for the annual internal audit fees. Councillor Andy Corrigan (Chair) proposed that the invoice for £126 (fees of £105 and value added tax of £21) is paid and Councillor Esther Thornton seconded it. [cheque number: 100422]

[8. **To consider request for a donation from Headway**] - Not used.

9. **To review bank mandates** - Because of the social distancing/lockdown measures in place the Councillors have been unable to visit in person the Bank's branch. The Councillors agreed to have this item deferred to the Council's next meeting.

10. **To consider and agree the precept 2021/2022**- Councillors considered in detail the precept for 2021/2022 and following an in-depth discussion Councillor Andy Corrigan (Chair) proposed to keep the precept the same for this year and Councillor Belinda Bulsing seconded it. The decision not to change the precept figure was carried unanimously. The precept was therefore agreed at £2,940.

11. **To consider and agree the draft budget for 2021/2022** - The Councillors considered the different draft budgets and the proposed itemised figures were discussed in detail. In particular, the significant cost of clerking and the need to ensure the Council's financial resilience in light of the Covid-19 uncertainties. Additional expenses such as a cohesive post-pandemic community event and the need, potentially, for expert planning advice as a potential local development plan progresses through examination were discussed. Councillor Andy Corrigan (Chair) proposed to approve the budget before the councillors at 11C and Councillor Esther Thornton seconded the motion. It was carried unanimously.

12. **Casual Vacancy** - The Councillors noted the position and Councillor Belinda Bulsing agreed to make the necessary arrangements arising from the resignation of Councillor Malcolm Owers. The Councillors wished to record their thanks to Mr Owers for all his work over the years.

13. **Date and time of next meeting.** 30 March 2021 at 6.30 p.m.

14. **Any other business** - The Councillors discussed on-going highway safety issues on the A1120. Councillor Esther Thornton will contact SCC again to escalate the matter. The Councillors also considered the need for IT/website training for members.

The meeting closed at 7.20 p.m.



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