

## HADSTOCK PARISH COUNCIL



### Minutes of Hadstock Parish Council held on Thursday 13 August 2020 at 7.30pm via ZOOM

**Present:** Parish Councillors Rick Albrow, Keith Nuttall, Trevor Smith and Parish Clerk Sara Beckett.  
One member of the public was present.

1. The Chair welcomed all to meeting via Zoom
2. **Apologies** had been received from Councillor Porter, which were accepted.
3. It was recommended that, under section 85 of the Local Government Act 1972, the Council formally approves the reasons for the failure of any member of Hadstock Parish Council to attend a meeting since 05 March 2020 due to legislation and restrictions of Covid-19. This being the first virtual meeting since 05 March 2020. Apologies were therefore received and accepted from all Parish Councillors.
4. **Declaration of Members' Interests and requests for dispensation.** None received. Councillors were reminded of the need to keep up to date their Register of Members' Interests.
5. The minutes of the last meeting held on **Thursday 05 March 2020** were received and approved.  
**RESOLVED 20/08/05.**
6. **Co-option of Councillor Vacancy** ~ The Councillors in attendance, considered the application from Mrs Judith Hannam, who was present. Mrs Hannam met the legal requirements and Councillors were very happy to approve her as a successful candidate for co-option to Hadstock Parish Council. The vote being unanimous Mrs Hannam was welcomed as a Parish Councillor for Hadstock. **RESOLVED 20/08/06**  
Councillor Hannam signed and dated the acceptance of office form, which the Clerk witnessed and would counter sign in due course.
7. There were subsequently no members of the public in attendance.
8. The Clerk spoke briefly to this item which is to adopt a supplementary Standing Order to meet the statutory requirements for the holding of remote meetings and legislation of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 which lasts until May 7th, 2021 or the repeal of legislation whichever is the earlier. **RESOLVED 20/08/08.**
9. **FINANCE REPORT 2019/20**  
Annual Governance & Accountability Return (AGAR) –
  - [a] The Exemption Certificate & accompanying bank reconciliation were considered and approved **RESOLVED 2020/08/09a**
  - [b] The Internal Audit Report included in the AGAR was noted
  - [c] Section 1, Annual Governance Statement 2019/20 of AGAR was considered and approved **RESOLVED 2020/08/09c**
  - [d] Section 2, Accounting Statements 2019/20, of AGAR was considered and approved **RESOLVED 2020/08/09d**
  - [e] The explanation of variances was considered and approved **RESOLVED 2020/08/09e**

[f] The date for public rights of inspection was set 24 August 2020 – 05 October 2020 (30 days)

**10. FINANCE REPORT 2020/21**

[a] The Finance report and bank reconciliation to date for 2020/21 were noted the latter being signed by the Chair

[b] To note that the Clerk/RFO used delegated powers for payments listed below since the last meeting of Hadstock Parish Council of 05 March 2020

Cheque Number	Payee	Description	Net amount	VAT	Total
101263	EALC	County and National Association Fees	89.01 19.73		108.74
101264	Community Heartbeat Trust	Defibrillator annual fees	126.00		126.00
101265	Came & Co	Annual Parish Council Insurance fees	383.37		383.37
101266	Society of Local Council Clerks	Annual subscription fees	92.00		92.00
101267	Ms S A Beckett	Clerks Salary month 1	271.06		271.06
101268	HMRC	PAYE Months 1-3	203.2		203.2
101269	Ms S A Beckett	Clerks Salary Months 2&3	541.74		541.74
101270	Society of Local Council Clerks	Clerks webinar	20	4.00	24.00

[c] the payments listed below were considered and approved for payment **RESOLVED 20/08/10c**

Cheque Number	Payee	Description	Net amount	VAT	Total
101271	Point Contact Hygiensis	Covid-19 products for Recreation Ground	118.8	23.76	142.56
101272	Ms S A Beckett	July Salary			271.07
101273	Information Commissioner	Data Protection Fee			40.00

[d] the payment listed below was received after the Agenda was issued. This was considered and approved for payment **RESOLVED 20/08/10d**

101274	Ms S A Beckett	Clerks Salary Month 4	270.87		270.87
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**11.** A subscription to Zoom of £11.99 per month was considered to allow virtual meetings to continue with Cllr Albrow as host. Fee to be re-imbursed periodically. **RESOLVED 20/08/11**

**12.** The possibility of holding future meetings in the Village Hall will be considered after the meeting next week of the Village Hall Committee. Cllr Nuttall will inform all.

The meeting closed 8.10pm

..... Chairman.

Signed as a true record and RESOLVED to approve on 24 September 2020