

HULCOTT PARISH COUNCIL

Email: hulcottpc@gmail.com

Website: <https://hulcottparishcouncil.wordpress.com>

Parish Clerk: Deborah O'Brien

11th June 2020

Dear Councillors and Residents of Hulcott,

In accordance with The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 which came into force on 4th April 2020, I hereby give you notice that a 'virtual' Parish Council meeting will be held on **Tuesday 16th June 2020 at 7.00 p.m.** via video-conference.

All Members of the Council have been summoned to attend for the purposes of considering and resolving upon the business to be transacted at the meeting set out below.

The public are also invited and are welcome to attend and before the Parish Council meeting there will be a period of public questions. If a member of the public wishes to attend, please contact the Parish Clerk via email for log-on details. hulcottpc@gmail.com

Deborah O'Brien
Parish Clerk

AGENDA

1.0 Apologies:

Members are asked to receive apologies

2.0 Declarations of Interest

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012

3.0 Minutes

To receive the minutes and confirm the recommendations or resolutions therein of the meeting of the Parish Council held on Tuesday 21st April 2020 - **Copy attached**

4.0 Matters arising from the April 2020 minutes:

- 3/99 – Clerk's contract – this was agreed and signed by Clerk & Chairman.
- 6/99 – resignation of Councillor causing a Casual Vacancy – members are advised that following initial advertising, no by-election as been called and the Elections Officer has advised that the position may be co-opted when a candidate becomes available.
- 6/99 – reports made to TfB via Fix my Street regarding flooding near Cobwebs – two of the four drains have been jetted. Clerk has reported the outstanding work.
- 6/99 - Broadband – Cllr Fenton O'Creevy to provide any further update

5.0 Planning

5.1 New Applications since last meeting:

- None at time of agenda. If any arise before or after meeting these will be dealt with under delegated powers and reported at the next meeting.

- 20/01270/APP | Change of use from agricultural to employment use. Erection of 36 business units (falling within use classes B1, B2 and B8) with associated parking, servicing, landscaping and off-site highways works. | Land West of Cane End Lane, Bierton – The Parish Council objected to this proposal in an adjacent parish under delegated powers. Comments can be viewed on the AVA planning portal (dated 18 May 2020)

5.2 Decisions made by AVA Planning Department:

- 20/00915/APP; 20/00916/ALB | Proposed garden playhouse | 10 Rowsham Road Bierton **Approved by AVA planning dept.**
- 20/00923/AGN | Refurbish track road | The Stables Cane End Farm **Approved by AVA planning dept. (Agricultural, proceed with works)**
- 20/00201/APP | Retention of agricultural buildings and irrigation tank | Instant Landscapes Red Oak Farm **Approved by AVA planning dept.**

5.3 Awaiting determination by AVA Planning Department:

- 20/00779/APP | Ground mounted solar farm with DNO substation, point of connection, ancillary infrastructure and associated works, landscape planting and access tracks | Hale Farm Hulcott – Members are asked to consider if they wish to have this ‘called-in’ by Councillor Chapple.
- 20/00921/APP | Retention of american barn and menage | Instant Landscapes Red Oak Farm **RESOLVED not to object** but to request an agricultural restriction and note that this is yet another retrospective application.
- 20/00101/APP | Detached garage and entertaining space | Manor Farm Bungalow The Green

6.0 Finance

6.1 Bank Balances

- Lloyds Bank £6,283.02 as of 31/05/20
- Green Fund Savings Account £252.36

6.2 Payments

Members are asked to agree the following cheques paid between meetings:

- Came & Co Insurance Brokers - £218.00 Policy renewal 2020-21 - cheque 404
- Shard Tech - £360.00 (£300 + £60 VAT) Laptop & software - cheque 405
- Lynch Garden Services - £100.00 – mowing 15/4 & 30/4 – cheque 406

Members are asked to agree the following cheques to be issued:

- D. O’Brien £367.36 (net salary 25/3-16/6; stamps £13.00; stationery £5.56; SLCC membership £24.00 – Cheque 407
- HMRC – £81.20 - quarterly PAYE O’Brien – cheque 408
- Lynch Garden Services - £100.00 – mowing 11/5 & 27/5 – cheque 409
- Mrs M.R. Rose - £25.00 – Internal Audit 2019/20 – cheque 410

6.3 Income

Buckinghamshire Council - £2,250.00 – 1st half year precept payment

6.4 Bank mandate and administration

Members are advised that the Clerk has been added to the mandate as administrator

6.5 Annual insurance renewal

Members are advised that this was renewed under delegated powers with no increase in premium.

6.6 Internal Audit:

The Internal Auditor carried out the internal audit service for Hulcott Parish Council on the Annual Accounts 2019/20, all in accordance with the Accounts and Audit Regulations 2003 and 2006, the Local Audit and Accountability Act 2014 and Smaller Authorities (Transparency Requirements) (England) Regulations 2015/494 and as directed in “Governance and Accountability for Local Councils in England & Wales: A Practitioners’ Guide”. Her report is detailed on page 4 of the Annual Governance and Accountability Return (AGAR) and members are asked to review this.

6.7 Annual Governance Statement 2019/20:

Members are asked to review and complete the Annual Governance Statement 2019/20 – page 5 of the AGAR. Chairman to sign and date.

6.8 Accounting Statement for 2019/20:

Members are asked to review and approve the Accounting Statements 2019/20 – page 6 of the AGAR. Chairman to sign and date.

6.9 Certificate of Exemption for 2019/20:

Members are asked to review and approve the Certificate of Exemption for smaller authorities under £25,000 turnover. Chairman and Responsible Financial Officer to sign and date.

6.10 Explanation of Variances & Bank Reconciliation 2019/20

Members are asked to review and approve the explanation of variances and bank reconciliation.

6.11 Exercise of Public Rights

Members are further asked to confirm the dates of the period for the exercise of public rights as commencing 22 June 2020 and ending on 31 July 2020. Announcement to be made 19th June 2020.

6.12 VAT refund

Members are advised that the Clerk will reclaim £90.00 VAT paid in 2019/20 now that she has a bank statement showing her address as administrator.

7.0 Dates of next meetings – Hulcott Parish Council:

Members are advised:

To be conducted as necessary for urgent business. The new emergency regulations allow for the Chairman to continue in post until May 2021.