

Minutes of the virtual meeting of Hulcott Parish Council held on Tuesday 16th June 2020 at 7 p.m. in accordance with The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 which came into force on 4th April 2020

Present:

Councillors Peter Fenton-O’Creevy (Chairman), Heather Green, Andrew Harper, Bob Masini, Ian Pleeth, Deborah Roberts; Deborah O’Brien (Parish Clerk).

1. Apologies:

There were none.

2. Declarations of Interest:

There were no new declarations of interest

3. Approval of Minutes

RESOLVED to agree that the minutes of the meeting on 21st April 2020 were a true record and they were signed by the Chairman and posted to the Clerk.

4. Matters arising from the April 2020 minutes – members noted:

- 3/99 – Clerk’s contract – this was agreed and signed by Clerk & Chairman.
- 6/99 – resignation of Councillor causing a Casual Vacancy – following initial advertising, no by-election has been called and the Elections Officer has advised that the position may be co-opted when a candidate becomes available. Councillors to promote the vacancy.
- 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 – no further update available. Cllr Fenton-O’Creevy to contact resident for details about privately installed fibre.

5. Planning:

5.1 New Applications since last meeting

Members noted that there were no new applications for Hulcott.

Reviewed between meetings and responses:

- 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, Berton – 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 dept.

- 20/00915/APP; 20/00916/ALB | Proposed garden playhouse | 10 Rowsham Road Berton **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 dept.

- 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 – **RESOLVED** to ask Councillor Chapple to review the application with a view to ‘calling it in’ should the Planning Officer be minded to approve in its present size and scale.
- 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 **RESOLVED to object**

HPC/01/2021

6.0 Finance

6.1 *Bank balances*

RESOLVED to note:

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

6.2 *Cheques paid between meetings*

Members **RESOLVED 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 **RESOLVED 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 received*

Members **RESOLVED to note:** Buckinghamshire Council - £2,250.00 – 1st half year precept payment

6.4 *Bank mandate and administration*

RESOLVED to note that the Bank Mandate has been amended to reflect the Clerk as Administrator.

6.5 *Annual insurance renewal 2020/21*

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

6.6 *Internal Audit 2019/20*

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) which members **RESOLVED to accept.**

6.7 *Annual Governance Statement 2019/20*

Members reviewed and **RESOLVED that** the Chairman complete Section 1 Annual Governance Statement 2019/20 – page 5 of the AGAR. Chairman & Clerk signed the statement.

6.8 *Accounting Statement 2019/20:*

Members reviewed and **RESOLVED to** approve Section 2 Accounting Statements 2019/20 – page 6 of the AGAR. The RFO signed on 4th May 2020. Chairman signed the statement.

6.9 *Certificate of Exemption for 2019/20:*

Members reviewed and **RESOLVED to** approve the Certificate of Exemption for smaller authorities under £25,000 turnover. The RFO signed on 10th June 2020. Chairman signed the Certificate.

6.10 *Explanation of Variances & Bank Reconciliation 2019/20:*

Members reviewed and **RESOLVED to** approve the explanation of variances and bank reconciliation.

6.11 *Exercise of Public Rights:*

Members confirmed 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 by the RFO on 19th June 2020.

6.12 *VAT refund 2019/20:*

Members noted that the Clerk has requested a VAT refund under VAT126 in the amount of £90.00.

7.0 Dates of next meetings – Hulcott Parish Council:

RESOLVED to agree: To be conducted as necessary for urgent business.

Other Business for future meeting: A resident has raised a potential planning application with the Chairman and the Clerk advised that no comment should be given by the Parish Council until the formal planning application is received for consultation.

Signed:

Date: