

# LYDLINCH PARISH COUNCIL

**Approved minutes of Lydlinch Parish Council meeting held on line using microsoft teams held on 22<sup>nd</sup> June 2020 commencing at 7pm.**

**Present Councillors:** Mr C May (Chairman), Mrs Z Cheetham & Mrs G Tite

**Absent Councillors:** Miss A Curtis & Mrs. C Curtis

T Watson (Clerk)

## **In attendance**

No members of the public had requested access to the video conference meeting.

P Batstone (Dorset Cllr) was present

### **1. Democratic period (For public comments).**

No comments

### **2. Apologies**

Mr T Frizzle

### **3. To receive and Declarations of interest & Requests for dispensations (Please notify the Parish Clerk prior to the meeting)**

None.

### **4. Minutes of the meeting held 16.03.20. To be approved but signed at a later date**

**RESOLVED: The minutes of the meeting having previously been circulated to Councillors were approved to be signed by the chairman at a later date.**

### **5. Town Clerks report & Correspondence: As detailed in annex 1a.**

NALC	New model code of conduct consultation	Noted
------	--	-------

On 19.06.20 received via the DAPTC Coronavirus & the future of local government - Labour commission on local gov., housing & transport. Unfortunately this arrived too late to be circulated with the agenda.

Clerks Report: There have been some issues with fly tipping at the public bins and the bus shelter in Kings Stag

### **6. To receive Parish Councillors views.**

Z Cheetham: There has also been fly tipping beside the bin on Lydlinch Common. N.B this bin is not serviced by LPC. The surface of Holbrook Lane is very poor with large potholes. It was understood that DC Highways have funding for top dressing in the 20.21 budget. ACTION : P Batstone agreed to progress. Reported motorbikes speeding through Lydlinch. ACTION: Clerk to ask Dorset Road Safely for more frequent camera visits.

### **7. To receive the Dorset Councillors report.**

P Batstone has been keeping the Clerk up to date with the chief execs. circular. Things are beginning to come back on line and two weeks ago the first full council meeting was held via Microsoft teams. Advantages have been realised in saving time and money by conducting business and working from home, which will affect the

Approved Minutes mtg 22.06.20

Page | 1

# LYDLINCH PARISH COUNCIL

way the Council functions in the future. Due to the covid 19 pandemic Dorset Council is losing 15 million pounds per month which is not currently being reimbursed by central government.

## 8. Review of inventory of land and assets including buildings and office equipment.

Noted alteration to a new total value of £3,763.19. Bench at Lydlinch disposal £1 new bench £640.47

**RESOLVED:** A review of inventory of land and assets including buildings and office equipment was carried out.

## 9. To receive a quotation in relation to the Parish Council achieving compliance with The Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018. (see papers)

Just prior to lock down the Clerk had been delegated powers to commence with the project as at that point the viability of meetings and the process of making decisions was unclear. As the parish council is now meeting it is prudent to bring the expenditure top council for approval. A copy of a presentation had been provided prior to the meeting. The objective is to make the website accessible to as many people as possible. This includes those with: Impaired vision, Motor difficulties, Cognitive impairments or learning difficulties & Deafness or impaired hearing. The deadline for compliance is 23 September 2020. At the same time it will be necessary to have a .gov.uk domain name registered for the parish as it is understood that the generic DAPTC.gov domain name is being withdrawn.

**RESOLVED:** Proposed By Z Cheetham, seconded by G Tite and all agreed to accept the quotation and commence with the project include the registration of a .gov.uk domain name.

## 10. Planning

### a. Response to DC planning consultations

None.

### b. Responses made under delegated terms

None.

### c. Recent decisions of Dorset Council.

2/2020/0480/MODPO Request to discharge Planning Obligations of an Agreement dated 23 December 2002 under Section 106 of the Town and Country Planning Act 1990 against planning approval 2/2002/0681 to enable the change of use and conversion from retail unit to a dwelling house. 3 Ridge View Lydlinch Dorset DT10 2QJ Approved

### d. Appeals and matters of report from previous applications.

None.

### e. Planning matters of report

2/2020/0498/OTDWPA Change of use from Offices (Class B1(a)) to 1 No. Dwelling (Class C3). Former Office Block Hags Play Ltd Holwell Road Kings Stag Dorset. Application withdrawn

# LYDLINCH PARISH COUNCIL

The Planning Officer advised that this prior approval application is made under Class O of the General Permitted Development Order (GPDO). As such, there is no public consultation.

## **11. Review to Town Councils operations and scheme of delegation in relation to Covid 19 and give further instruction. C May**

The scheme of delegation had been updated to reflect the Coronavirus Act 2020. The Clerk asked members if they had any proposed alterations and if their preference was to go back to scheduled VC meeting or hold meetings as an when required.

**RESOLVED: Agreed to continue with the scheme of delegation in relation to payments until the next meeting scheduled for 21.09.20. To amend the scheme of delegation in relation to planning to refer to full council on major applications.**

## **12. Finance.**

### **a. To receive a list of payment made under the scheme of delegation in relation to covid 19.**

**RESOLVED: List of payments made under the scheme of delegation in relation to covid 19.**

### **b. To receive the Y/E 31.03.20 financial report**

Copies of the bank reconciliation & bank statement had been supplied in advance of the meeting balance noted at £10,006.25

**RESOLVED: Y/E 31.03.20 financial report approved**

### **c. To consider the 20.21 budget and give further instruction**

Suggested adjustments to budget to reflect income VAT reclaim and expenditure increase in web site for accessibility compliance and a reduction in hall hire costs for meetings.

**RESOLVED: To accept the budget as presented**

## **13. To receive notice of the advertisement and period for the Exercise of Electors rights for 19.20**

**RESOLVED: To accept Monday 27<sup>th</sup> June to Friday 7<sup>th</sup> August. Notices to be posted on the web site and notice boards.**

## **14. To receive the internal audit 19.20 report and consider its effectiveness.**

It was noted that the internal audit had been carried out in accordance with the suggested approach in the 2008 edition of 'Governance and Accountability in Local Councils in England and Wales – A Practitioners Guide'. There were no matters arising. This year the audit had been carried out digitally.

**RESOLVED: It was proposed and agreed to accept the report as presented and members felt that the internal audit had been both comprehensive and effective.**

## **15. To consider the Annual Governance Statement section of the Annual return 19.20**

Sections 1-9 of the annual Governance statement was considered in relation to the Parish Council taking the following actions:

# LYDLINCH PARISH COUNCIL

- Sections 1-9 of the annual Governance statement were considered. in relation to the Parish Council taking the following actions:
- Preparation of accounting statements in accordance with accounts & audit regulations.
- Made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
- Has only done what it has legal power to do and has complied with proper practices in doing so.
- During the year all persons interested are given the opportunity to inspect and ask questions about the accounts.
- Considered & documented financial and other risks and dealt with them.
- Has arranged for a competent person independent of the financial controls & procedures to give an objective view whether internal controls meet the needs of the authority.
- Responded to any matters raised by the internal auditor.
- Disclosed everything it should about its business activity during the year including events taking place after the year end if relevant.
- The Parish council are not a sole managing trustee of any local trust or trusts.

## **16. To approve the Annual Governance Statement section of the Annual return 19.20**

**RESOLVED: It was proposed and agreed to record Yes in boxes 1-8 & N/A in box 9 of the Annual Governance Statement.**

## **17. To consider the Accounting Statements section of the Annual return 19.20**

Box 7 in the accounting statements was verified against the bank reconciliation

## **18. To approve the Accounting Statements section of the Annual return 19.20. Chairman to sign at earliest convenience**

**RESOLVED: It was proposed and agreed to accept the figures presented for sections 1-10 and to enter no in section 11 of the accounting statement. Chairman to sign at earliest convenience**

## **19. Date of the next meeting**

**Monday 21<sup>st</sup> September 1920 method of meeting TBC**

There being no further business the Meeting closed at 7.50 pm.