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**MINUTES OF THE ANNUAL MEETING OF STANDON PARISH COUNCIL HELD**

 **ON MONDAY 11th MAY 2020 AT 7.30 PM**

**This was a remote meeting held using Zoom.**

Present: P Banks (Chair), J Jones, J Baskerville, P Jones, C Stanyard, I Westwell,

C Cllr J Pert : D Wright (Clerk)*.*

1. Peter Banks was elected as Chairman of the Parish Council. He then signed the declaration of his acceptance of office as Chairman.
2. Apologies. Cllr H Mann.

1. Declarations of Interest. None.

1. Minutes. The draft minutes of the meeting of 9th March had been circulated previously. The minutes were approved and signed by the Chair.
2. Matters arising. . Additional signs have been erected on the footpath by St James Green. Councillors stated that there has been unrestricted use of the path since the houses were built in 1953. Cllr Joanne Jones pointed out that her deeds dated from 1953 shows a marked footpath adjacent to her property on St James Green. The plans show a footpath from when the land was donated to the Church but it is not known yet whether the footpath was diverted The original footpath probably also served the Village School as well as the Church but was built over when the houses in St James Green were erected in the 1950’s. The Parish Clerk will write to Lichfield Diocese as owners of the land to determine whether they wish to contest the use of the path by the public. The path may have been partly diverted at that time and the Parish Council will investigate further with Footpaths Officer. Work will commence on collecting evidence from local residents of the established use of the footpath.

Hedge plants and young trees have been planted throughout the Parish Council Pool Area. A large number have taken but the hedge plants on the road side are less good. Two signs are planned for Cranberry and the company making them hopes to restart manufacture shortly. The contractor who fitted the Standon signs is ready to install them.

1. County Councillor Report

None

1. Planning

The following applications are pending consideration .

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| Application # | Address | Details |
| 20/32171/FUL | Bowers Hall Farm Butthouse Lane Standon | Portal framed building for accommodation of dry cows. |
| 20/32080/FUL | Sire A Land of Newcastle Road Cotes Lane  | Permission in principle for the erection of 9 affordable dwellings |

1. The Parish Council has written in objection to the permission in principle for affordable housing .
2. Finance
3. The Statement of Accounts for the year 2019/20 was presented and approved. The original was signed by the Chairman.
4. The Clerk explained that because the turnover of the Council was less than £25,000, it did not have to have a full external audit but could submit a Certificate of Exemption. The Council approved the Certificate of Exemption.
5. The Clerk submitted the internal auditor’s report. She had not identified any matters which she felt needed to be brought to the Council’s attention but she did mention the level of reserves which had been falling for the last two years. The Council agreed to consider this whilst setting the budget and precept later in the year. A new internal auditor will be required as Mrs Christine Heelis has stated that she is ceasing to carry out Parish Council audits.
6. The statement of governance was approved by the Council and signed by the Chairman.
7. The annual return was approved by the Council and signed by the Chairman.
8. The accounts for the year to 11th May 2020 were presented.

The current account balance was £646.81 and the Reserve Account was £10248.63

The following accounts for payment were approved

Clerk’s Salary(April-May) less tax £ 198.66

Inland Revenue –PAYE £ 132.44

Mrs C Heelis –Audit fee £ 50.00

Community First Insurance £ 190.14

 £ 571.24

The accounts for payment were approved and signed by the Chairman and the Clerk as the Responsible Financial Officer. A transfer of £1000 from the Reserve Account was proposed giving a cashbook balance of £ 1075.57

No cheques were signed and the Council instructed to pay all accounts by internet transfer. The financial regulations will be updated to include provision for payment by the Clerk with the appropriate instructions.

1. Highways
2. A519

With the reduction in traffic it seems that the 40mph signs are being ignored.

1. Car parking in Cotes Heath

At the moment cars are being parked in the Community Centre car park whilst residents are working from home.

1. Special Items : Parish Projects

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1. Completion of speed measures on the A519
2. Village Pool Area. Consolidation of the work on the Pool Area in Standon.
3. Village Signs. Signs for Cranberry. Delayed due to COvid-19 closure of manufacturer.
4. Gulley and Drainage clearance in Cotes Heath. Work is being pursued and drains and culverts are being cleared.
5. Correspondence . None
6. Items raised by Councillors for inclusion on the agenda for the next meeting.

Dog fouling in Cranberry

 **Next meeting**.

 **Monday13th July 2020 at 7.30pm.**

*Due to Covid-19 restrictions the Parish Council meetings will be held remotely. Joining information will be published on the Parish Council website.*

The meeting was declared closed at 8.40pm.