

Held on: Monday 27 July 2020 at 7pm
Place: Online

Present: Cllrs Roy Piddington (Chair), Christine Lewington and Lynne Stanton
In attendance: Kerry Finlayson (Parish Clerk), District Cllr Clive Rickhards
Members of the public: 2

25/20 WELCOME and APOLOGIES

Councillors received and accepted apologies from Cllr Stiley who was on holiday and Cllr Carter who had difficulties in joining the meeting online.

26/20 DECLARATION OF INTEREST

Cllr Stiley had declared in his report a non-pecuniary interest in his report for 30/20 ii.

27/20 CONFIRMATION OF MINUTES

The minutes of the Parish Council meetings held on 1st & 8th June 2020 were **confirmed** and **signed**.

Proposed Cllr Stanton Seconded Cllr Lewington All in favour

28/20 OPEN FORUM

A member of the public (MOP) reported that the decayed oak tree in the cemetery had been removed for health & safety.

A MOP reported that there had been shooting noises coming from Coughton Wood on 18th July - they were advised to always report this to the Police and to email the Clerk with details of any incidents.

29/20 FINANCIAL MATTERS

i. Payments & Receipts

Inv. No.	Payee	Details	TOTAL
11	K Finlayson	Printing	26.90
12	K Finlayson	PIR Camera	74.99
13	K Finlayson	Emergency Equip	7.52
14	CTKT	Mowing - April	135.00
15	CTKT	Mowing - May	90.00
16	GSC Ventures	Emergency Equip	10.80
17	SDC	Litter Bins	268.46
18	K Finlayson	Ink	18.99
19	K Finlayson	Salary June	263.25
20	K Finlayson	Laptop Repairs	67.99
21	CTKT	Mowing - June	90.00
22	Clerk	Allowance etc.	97.35
23	W J Robinson	Audit	75.25
			1,226.50

Date Rec'd	Payee	Details	TOTAL
06/07/20	Amazon	Camera Return	74.99

Proposed Cllr Stanton Seconded Cllr Lewington All in favour

ii. Bank reconciliation

The bank balance as at 2nd July was £8513.80 and was balanced

- iii. Budget Cost Centres/Virements
Cllrs approved the following virements:
- o £44.75 from CC1 Audit to CC8 IT & Website
 - o £16.72 from CC7 Insurance to CC12 Printing
- Proposed Cllr Stanton Seconded Cllr Lewington All in favour**
- iv. Regular Payments
Cllrs approved the following regular monthly payments:
- o Kerry Finlayson - Clerk's Salary - up to £300
 - o CTKT Lawns - Grass Cutting - £45 per cut
 - o Solopress - Newsletter Leaflets up to £30
- Proposed Cllr Stanton Seconded Cllr Lewington All in favour**
- v. Asset Register
Proposed Cllr Stanton Seconded Cllr Lewington All in favour
- vi. Internal Audit
The report was received and noted.
- vii. Annual Governance & Accountability Return 2019/20
Kerry Finlayson, RFO, certified that for the year ended 31 March 2020 the accounting statement in the annual governance & accountability return had been prepared on a receipts and payments basis and presented fairly the financial position of the authority.
- a. Certificate of Exemption**
Cllr Piddington reported the annual gross income and expenditure for the authority for 2019/20 and the Certificate of Exemption was approved.
Proposed Cllr Piddington Seconded Cllr Stanton All in favour
- b. Annual Governance Statement**
Cllr Piddington read out the Annual Governance Statement and Cllrs **agreed** with each statement and that this could be signed off.
Proposed Cllr Piddington Seconded Cllr Stanton All in favour
- c. Accounting statements 2019-20**
Cllr Piddington read out the details of the accounting statements on page 6 of the AGAR and these were all **agreed** by all Cllrs.
Proposed Cllr Piddington Seconded Cllr Stanton All in favour

30/20 PLANNING

- i. 20/00436/FUL Coughton Fields House, Coughton Fields Lane
No objection
Proposed Cllr Piddington Seconded Cllr Lewington All in favour
- ii. 20/01752/TREE Coughton Court
No objection
Proposed Cllr Piddington Seconded Cllr Stanton All in favour

31/20 CC RICKHARDS

- CC Rickhards commented on:
- o The bollard had finally been fixed!
 - o Cross party group looking at a Covid Recovery Programme - he was part of a group who would be looking at Place, Economy & Climate Change
 - o Creation of a Warwickshire property company wholly owned by WCC - he would be seeking assurance of reasonable democratic control and security
 - o Looking for local volunteers to continue with all the great work that had been done during this time

32/20 DC FORMAN

Cllrs received and noted the report and commented on how disappointed they were with the lack of funding from central government.

- 33/20 RISK ASSESSMENTS**
The report was approved.
Proposed Cllr Piddington Seconded Cllr Stanton All in favour
- 34/20 POLICIES**
- i. Equal Opportunities
 - ii. Equality & Diversity
 - iii. Travel & Expenses
Proposed Cllr Piddington Seconded Cllr Lewington All in favour
 - iv. Standing Orders
Proposed Cllr Piddington Seconded Cllr Stanton All in favour
- 35/20 VILLAGE REPORTS**
- i. Flood Group
Cllrs received and noted the report
 - ii. Community Group
Cllrs received and noted the report
 - iii. Ford
Cllrs received and noted the report
 - Removal of dangerous tree
Cllrs discussed the two quotes that had been obtained and agreed to award the work to CTKT Studley Lawns & Gardens as this was substantially lower with a request for the base of the tree to be left at a height that it could be sat on.
Proposed Cllr Stanton Seconded Piddington All in favour
 - iv. Coughton Cross
Cllr Piddington was looking into this and would report back at a later meeting, having firstly established who this belonged to.
 - v. Community Developments
Cllrs received and noted the proposals from Cllr Lewington for a Choir and Book Club. A grant of £500 for the Choir for the remainder of this financial year was approved using S137 funds. Cllr Rickhards advised that there may be a grant that could be applied for from September.
Proposed Cllr Lewington Seconded Cllr Stanton All in favour
 - vi. Covid Recovery Fund
There was nothing reported.
- 36/20 ITEMS FOR FUTURE AGENDAS**
- o Gateways
- 37/20 DATE OF NEXT MEETING**
- o Monday 28th September 2020 at 6pm followed by the Parish Assembly
- 38/20 TO CONSIDER CLOSURE OF THE MEETING TO THE PUBLIC and PRESS**
The meeting was closed at 20.14
Proposed Cllr Stanton Seconded Cllr Lewington All in favour

Dated:

Signed: