



# Bratton Clovelly Parish Council

Minutes of Meeting 186, held on Wednesday 15<sup>th</sup> July 2020 7:30pm Via ZOOM

Time commenced: 7.34pm

Those present: Cllrs. Wallbank, Wallwork, McNelis, Mott and Southcott Cllrs Rocket was a few minutes late due to technical problems. Mrs R Ward (Clerk)

Public participation: none

1. **Apologies:** Cllr Hughes
2. **Declaration of interests:** None
3. **Planning:** None
4. Report from West Devon: Cllr Mott referred to her email which read: The finance team are looking at the recent central government report detailing support for the various council tiers and how they have been effected by covid-19 and the impact on budgets.  
Members have started a series of workshops which will review the corporate strategy and the recovery of the council post covid-19. This will include the possible increased use of virtual meetings, future service provision and greater community involvement and engagement. Parish clerks were sent a copy of Devon's covid-19 Economy and Business recovery plan for comment.  
Eligible families may be able to qualify for free food and vitamin vouchers from DCC's Healthy Start programme.  
The Heart of the SW LEP (Local Enterprise Partnership) is launching a free business support programme. To gauge need businesses are required to fill in a short survey:  
<https://www.surveymonkey.co.uk/r/btbhos>
5. **Agree and sign minutes** from 11<sup>th</sup> March and 27<sup>th</sup> May: **agreed**
6. **Finances:**
  - 6.1. Receive up-to-date report on finances from RFO and note end of year 19-20 accounts(Clerk) – **approved**
  - 6.2. To ratify the below listed payments:
    - WDBC Dog bin emptying - £71.76 **noted**
    - Clerk's wages and working from home benefit (non-taxable £18) and HMRC Payments – Totalling £233.80, 4th May to 3rd June 2020
    - £190.60 (clerk)                      £43.20 HRMC Element                      **noted**
    - To note and agree payment for Clerks salary and working from home benefit (non-taxable £18) and HMRC Payments - totalling £233.80, 4th June to 3rd July 2020
    - £190.60 (clerk)                      £43.20 HRMC Element **agreed**
    - To agree payment of £15 to the internal auditor Loveday Lamb **agreed**
7. **Annual Review and approval of Financial Controls:**
  - 7.1 Internal Financial Control Policy: **approved**
  - 7.2 Review of Bank Signatories: Cllrs Waters, Rocket and Wallwork are current signatories – this was considered sufficient.

**8 19/20 Audit Return Including Internal Audit**

8.1 Annual Governance Statement: ***approved and signed***

8.2 Accounting Statements: ***approved and signed***

8.3 Internal Audit: this had been signed off by the internal auditor.

8.4 Certificate of Exemption: ***agreed and signed***

9 **New councillor** – this has been on hold during lockdown but WDBC have said we can now go ahead and advertise the vacancy. – The **Clerk** will post the notice this weekend. We have been approached by one interested party so far.

10 Snow Warden: no interest show despite several requests on Facebook BC Hub.

11 **Weeds in playground and around Village Hall**: The **Clerk** will contact the Gardener to spray the Playground ASAP. The village hall is being weeded by volunteers. The **Clerk** will establish if the Village Hall committee would like the PC to arrange for it to be sprayed.

12 **Items for future agenda**: Playground update, Heart foundation bin – possible removal. Cllr Wallbank asked about the mirror in the carpark – it seems to have been removed. Cllr Mott pointed out that highways don't install them so Clerk will ask Cllr Waters if he knows anything about it.

13 **Correspondence**: None

14 **Date of next meeting**: extraordinary planning meeting 5<sup>th</sup> August 2020 at 7:30pm.

Signed Chairman \_\_\_\_\_ Date: \_\_\_\_\_