

## **MINUTES OF THE MEETING OF LITTLE CAWTHORPE PARISH COUNCIL**

The Annual Meeting of the Parish Council was held via Zoom (due to coronavirus, Covid-19) on Wednesday 13 May 2020 at pm

**PRESENT:-** Chairman Cllr Graves (In the Chair)  
Vice-Chairman Cllr A Grist  
Cllr Mrs H Poppleton

1. **Apologies** – None.

2. **Election of Chairman**

Nominations were invited for the position of Chairman:

Cllr Mrs Poppleton PROPOSED that Cllr Graves be elected Chairman

Cllr Grist SECONDED and Cllr Graves was elected Chairman.

Cllr Graves in the Chair.

3. **Election of Vice Chairman**

Cllr Mrs Poppleton PROPOSED that Cllr Grist be elected Vice-Chairman

Cllr Graves SECONDED and Cllr Grist was elected Vice-Chairman.

4. **Minutes of Last Meeting**

The Minutes of the Parish Council Meeting held on 11 March 2020 were agreed and signed.

5. **Reports**

**Cemetery Working Group**

The Chairman report that things were at a standstill. Clerk reported that she had replied to Fr Robinson's letter. Cllr Mrs Poppleton noted that a couple of yew may need mulching.

**Legbourne Community Group**

Cllr Poppleton advised that meetings had been cancelled, play area closed due to Covid-19.

**Speeding/Traffic & Highways Issues/Police Matters**

Cllr Grist (ELDC) advised that work on the Watery Lane pot-hole was imminent, and one of the two pot-holes at Haugham had been identified, it was hoped this would also be attended to, although there may be delays due to Covid-19.

6. **Clerk's Report** – Nothing to report.

7. **Planning** – None received.

8. **Correspondence**

ELDC – electoral register update, LIVES letter & Open Spaces Mag - Noted.

The Clerk had received a letter from another of the Parishioners wishing to thank the Parish Council for their action in offering help during the coronavirus epidemic.

9. **Accounts**

**Annual Audit & Accounts, Yearly Reports. Reviews & Insurance Renewal, etc.**

The Clerk presented the year end accounting statements prepared according to proper accounting practices. The Council noted all receipts/payments for the year ending 31st March 2020 and verified the bank reconciliation. The Council considered the Annual Governance Statement and the Accounting Statements for audit for the financial period 1 April 2019 – 31 March 2020 and dates for the period of public rights. The Council expressed their appreciation to the Internal Auditor, who had completed the audit.

It was

- RESOLVED**
- a) to approve the Annual Governance Statement (Minute 9a);
  - b) to approve the Accounting Statements for the period (Minute 9b);
  - c) dates for the Notice of Period of Exercise of Public Rights were agreed and to meet the Notice of Period of Exercise of Public Rights which commence 15/06/20 until 24/07/20, the appropriate documents were to be held by the Chairman for inspection;
  - d) Insurance and Risks Reviews were made; no changes were required. Insurance renewal from BHIB was unchanged, due to a 3-year fixed fee agreement;
  - e) Expenditure & Invoices for Payment
    - Clerk’s Salary           £ 286.00           BHIB – Insurance       £328.66
    - Stamps/Env-Covid-19£ 26.20           R Taylor-Accountant   £ 60.00
    - Yellow Pages Donation £ 60.00
    - Income Precept       £3500.00

All accounts were received and agreed for payment.

**10. Business**

**Financial Assistance**

The Committee had a request for financial assistance, and it was

- RESOLVED**
- i) to grant financial assistance to Legbourne & Little Cawthorpe Community Centre Yellow Pages to the sum of £60.00.

**Projects**

No progress, due to Covid-19 – item deferred to next meeting. Footpath at the end of the beck needed attention, but due to the current high level of use, work conditions to meet Covid-19 restrictions would be impossible, so would have to wait until it was in less demand.

**Pond Improvements**

The Chairman reported that the area looked particularly good. The Vice-Chairman had recently removed weeds to slow spread and the Chairman offered to assist when attention was next required.

**11. Matters for Discussion**

It was noted that the footpaths within the village had become very busy, due to the number of people taking their daily exercise on them under Covid–19 restrictions.

The Chairman advised that he would attend to the dead daffodils on a nearby lane, he further advised that the second planter had be sited in Pinfold Lane.

It was agreed that there would be an Agenda Item for the July Meeting for “John Lill Memorial Bench/Tree” in recognition of the dedication he had given to the village and Parish Council. A site and action to be agreed at July Meeting.

**12. Date of Next Meeting**

The next meeting would take place on:

**WEDNESDAY** 1 July 2020 at 7.30 pm.

Meeting closed 7.35pm.

**Chairman/Vice-Chairman .....Date .....**