# CAWTHORNE PARISH COUNCIL

## MINUTES OF THE MEETING OF CAWTHORNE PARISH COUNCIL HELD VIRTUALLY ON THURSDAY 18TH JUNE 2020

### Present

Councillors: R Barr, Mrs M Broadhead, S Eyre, P Kilner (chair), Miss C Sidebottom, J Walker

Clerk: Mrs S M Bashforth

In attendance: Ward Cllr J Wilson, chair of NDP Group Mr T Butterworth

Members of the Public: none

Prior to the start of the meeting Cllr Kilner announced the resignation of Cllr Holliday. Cllr Holliday was thanked for his work as a parish councillor.

### Minute No 1. ADDENDUM TO STANDING ORDERS

The addendum to the Standing Orders for Cawthorne Parish Council to enable the effective management of meetings held remotely in pursuant of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 were approved. **Resolved**

### Minute No 2 REASONS FOR ABSENCE

Apologies from Cllr Ellis were accepted. **Resolved**

### Minute No 3 DECLARATIONS OF INTEREST

None

### Minute No 4 MINUTES OF THE LAST MEETING

The minutes of the Meeting of the Council held on Thursday 5th March 2020 were accepted as a true record. The chairman will sign the minutes at a later date. **Resolved**

### Minute No 5 RATIFY DECISIONS MADE BY CLERK

The decisions made in an emergency situation by the Clerk in consultation with Members by email at the beginning of the Coronavirus lockdown: Planning applications 2020/0134, 2020/0240, 2020/0263, 2020/319, 2020/0198, 2020/0302, 2020/0327- No objections or comments were made on any of these applications. These were ratified. **Resolved**

### Minute No 6 APPROVE ANNUAL GOVERNANCE STATEMENT 2019/20

The Annual Governance Statement for 2019/20 was approved. **Resolved**

### Minute No 7 APPROVE THE ACCOUNTABILITY STATEMENT 2019/20

The accountability statement for 2019/20 was approved **Resolved**

### Minute No 8 4th QUARTER FINANCIAL REVIEW

The Clerk presented the 4th quarter financial review.

### Minute No 9 75th ANNIVERSARY OF VE DAY EVENTS

It was noted that the events had had to be cancelled due to the coronavirus lockdown.

### Minute No 10 NEIGHBOURHOOD PLAN

Mr Butterworth gave an update. The Examiner’s comments were incorporated into the Plan. It is now with BMBC for approval, to be submitted on 24th June with recommendation for approval. The next stage is then to go to referendum but due to the coronavirus there will be no elections/referendums until May 2021. However, any NDP at referendum stage will be considered in planning applications.

### Minute No 11 FINANCIAL TRANSACTIONS

The following financial transactions were approved.

The bank reconciliations to end of March 2020 and April 2020 were verified by Cllr Kilner on 18th May 2020.

**Receipts between last meeting and this**

Hanging Basket sponsorship £848.65

Cemetery £795

Precept £21000

**Payments between last meeting and this**

All payments approved at the last meeting have been paid

Clerk’s salary has been paid by SO

**Cheques issued, SO and DD between last meeting and this**

|  |  |  |  |
| --- | --- | --- | --- |
| Janet Anderson (Piglet Printers) | chq | Litter Pick flyers | 10.00 |
| ICO | DD | Data Protection Fee | 35.00 |
| Plusnet | DD | Telephone | 27.41 |
| Business Stream | DD | Water Charges | 7.53 |
| Pro-Logic | DD | Backup | 7.25 |
| S M Bashforth | SO | Salary April | 746.28 |
| Take 2 Printers | chq | VE Day leaflet | 35.00 |
| SLCC | chq | Clerk’s Manual | 47.50 |
| T & D Contractors | chq | Grass cutting 2019  | 2824.80 |
| Groundwork UK | chq | Repay unspent NDP grant | 1800.00 |
| SLCC | chq | Webinar | 36.00 |
| BMBC | chq | Waste collection | 221.00 |
| HMRC | chq | NI April | 8.00 |
| Plusnet | DD | Telephone | 23.94 |
| Pro-Logic | DD | Backup | 7.50 |
| S M Bashforth | SO | Salary May | 803.22 |
| HMRC | chq | NI May | 18.73 |
| Came & Company | chq | Insurance | 924.73 |
| YLCA | chq | Membership fee | 423.00 |
| S M Bashforth | chq | Underpayment of salary | 24.42 |
| Vision ICT | chq | Accessibility Statement | 54.00 |
| S M Bashforth | chq | 4th quarter expenses | 122.44 |
| Plusnet | DD | Telephone | 26.98 |
| Pro-Logic | DD | Backup | 7.50 |
| S M Bashforth | SO | Salary June | 827.64 |
| HMRC | chq | NI June | 18.73 |
| Business Stream | DD | Water charges | 6.12 |

**Invoices to be approved for payment**

|  |  |  |
| --- | --- | --- |
| Kirkwells | NDP. Examination and modifications | 720.00 |
| Sharon Pitt | Plants for trough | 20.00 |
| Philip Ragsdale (Decorator) | Preparing and painting memorial seat on by-pass | 100.00 |
| Plusnet | Telephone & Broadband | 26.47 |
| D. Asquith | Plants for pots in Peace Garden | 43.50 |
| F Broadhead | Plants for trough 2019 & 2020 | 34.74 |

 **Resolved**

### Minute No 12 ANY OTHER BUSINESS

1. Cllr Walker reported that problems of car parking at The Park had come to a head and that the Police were now involved following criminal damage to a car and verbal abuse. Berneslai Homes, Neighbourhood Police and Cannon Hall Estate were involved and Cannon Hall Park particularly. Letters sent to residents. Patrols to be set up at weekends to prevent nuisance parking and spot checks during the week to see how many cars are parked. This evidence to go to Highways.

2. Cllr Wilson reported that an advisory board has been set up to look at track and trace for any local flare ups. The government has given a lot of money to get the message out if there was a local flare-up. He is on this board and would like parish councils to have an input through him.

3. Cllr Wilson is keen to continue the meetings re traffic calming in the village as soon as permissible.

4. Mr Butterworth raised the point that there are numerous comments on the Cawthorne Facebook page regarding the No Cycling signs that have gone up in Cannon Hall Park and that the Parish Council ought to make comment.

### Minute No 13 ANNUAL MEETING OF THE PARISH AND ANNUAL MEETING OF THE COUNCIL

It was noted that due to the coronavirus lockdown the 2020 Annual Meeting of the Parish and the 2020 Annual Meeting if the Council will not take place in pursuant of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 and that the chairman, committees and representatives on external bodies remain as for 2019/20 until the Annual Meeting of the Council May 2021.

### Minute No 14 DATE OF NEXT MEETING

It was agreed that the next meeting be on Thursday 2nd July 2020. This will be another virtual meeting via Zoom.

There being no further business the Chairman thanked all for attending and closed the meeting.