

ABBOTS RIPTON PARISH COUNCIL

Parish Clerk/Responsible Financial Officer – Mrs Angela Papworth
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Minutes 19th May 2020

Due to the Covid -19 Virus, Full Council meetings have been suspended UFN following the Government's Guidelines.

An On Line Zoom Meeting of Abbots Ripton Parish Council was held on 19th May 2020 at 7.15pm. The Meeting was held for the purpose of electing the Chairman and Vice Chairman, consideration and approval of section 1 and 2 of the Annual Governance and Accountability Return (AGAR 2019/2020) along with the Certificate of Exemption and the end of year accounts 2019-2020, approving any Planning Applications received and Schedule of payments for May. Other business updates were discussed on existing items that had been notified in advance. A set of minutes will be published on the website and ratified along with all the agenda items at the next full Council Meeting.

Emily Moore – Acting Clerk to Abbots Ripton Parish Council.

11/05/2020

01/05/20 To agree Adoption of Covid-19 Temporary Standing Order

On the 4th April 2020 the Government brought The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 into force to allow Local Authorities to conduct meetings remotely. NALC has produced a legal briefing with interpretations of the regulations to support Local (Parish & Town) Councils to be able to conduct their meetings in a new way. The Clerk advised Members that a temporary standing order had been produced to cover all Council meetings held remotely.

All Members of the Council agreed and were in favour of the adoption of Covid-19 Temporary Standing Order.

02/05/20 Election of Chairman

Cllr Leaver proposed Cllr Richardson to stand for Chairman, Cllr Hemsley seconded and All were in favour of Cllr Richardson to accept the position of Chairman of Abbots Ripton PC. Cllr Richardson accepted and thanked Members accordingly and has signed his Declaration of Acceptance of Office.

03/05/20 Election of Vice Chairman

Cllr Miller proposed Cllr Leaver to stand for Vice Chairman, Cllr Richardson seconded and All were in favour. Cllr Leaver accepted and has signed his Declaration of Acceptance of Office.

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- 04/05/20** **To receive declarations of interest.**
Cllr Richardson -Matters pertaining to the cricket club
Cllr J Leaver -Matters pertaining to the Village Hall Refurb
Cllr C Miller – Matters pertaining to the Estate
Cllr J Hemsley – Matters pertaining to the Estate
- 05/05/20** **To receive and approve apologies for absence**
The Clerk had received apologies from Cllr Bywater.
- 06/05/20** **Appointments to Outside Bodies**
Cllr Brennan – Village Hall
- 07/05/20** **Public Participation.**
No Members of the public joined in the meeting.
- 08/05/20** **To receive and approve the minutes of the previous Meetings held on the 21st February and 14th April 2020**
All were in favour and it was **RESOLVED** to approve the minutes of the two previous meeting.
- 09/05/20** **Matters arising or carried forward from the previous meeting**
Cllr Hemsley advised he has now taken photos of the BT phone box in Wennington and will send over to the Clerk so they can be forwarded on to BT for their consideration to refurbish the phone box as requested.
- 10/05/20** **Consideration and approval of Annual Governance Statement Part 1 (Agar 2019/20)**

The Annual Governance Statement sets out the assurances that Members are required to attest to in Section 1 of the Annual Governance & Accountability Return 2019/20 (otherwise known as the AGAR), together with qualification of each section to enable the Council to provide the required assurance over the signatures of the Chairperson and the Clerk.

This was considered and approved in advance of the Accounting Statements- Section 2 of the AGAR.

It was **RESOLVED** that: -

The Annual Governance Statement as detailed was considered and approved by the Members for signature by the Chairman and the Clerk prior to the approval of the accounting statements.
- 11/05/20** **Approval and consideration of the Accounting Statements, Annual Return and Certificate of Exemption (Part 2 Agar 2019/20)**

The purpose of this report was to recommend approval of the Accounting Statements - Section 2 of the Annual Governance & Accountability Return for 2019/20 (otherwise known as the AGAR 2019/20), to approve the Certificate of Exemption & to deal with the content of the Annual Return for the year to the 31st March 2020.

The Accounting Statements (Section 2 of the AGAR) was to be considered and approved after the approval of The Annual Governance Statement (Section 1 of the AGAR).

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It was **RESOLVED** that: -

[i] The detailed accounts and analyses for 2019/20, as submitted, was approved.

[ii] The Accounting Statements Section 2 of the AGAR was certified by the Financial Officer and endorsed by the Chairman on approval after the approval of the Annual Governance Statement Section 1 of the AGAR.

[iii] The Certificate of Exemption was certified by the Financial Officer and endorsed by the Chairman.

The Clerk confirmed that the approved end of year documents would be sent to the internal auditor for him to carry out his audit checks and report.

12/05/20 To approve accounts for payment

All were in favour and it was **Resolved** that payments would be made.

Payee	Description	Amount
Cambs Countryside Watch	Annual Renewal Subscription	£55.00
Havenpower	Street Lighting Energy	£3.47
Havenpower	Street Lighting Energy	£58.44
Havenpower	Street Lighting Energy	£2.37
Beam	Grass Cutting Order 4	£152.00
Cambridgeshire CC	Final invoice for Street Lighting	£109.81
Parish Clerk A Papworth	April Payroll	£309.67
HMRC	HMRC Payroll	£77.20
Parish Clerk E Moore	April Payroll	£305.15
Total		£1073.11

13/05/20 To consider ideas for the CIL Payment

It was agreed the CIL Payment would be transferred into a separate holding account until a decision was made on how the payment would be spent.

14/05/20 Planning Application Update.

Planning Applications received: -

18/01217/FUL

The erection of a building to accommodate the Headquarters and Air Ambulance Station for Magpas, including hangar and garaging space for a helicopter and emergency vehicles, with associated landscaping, car parking and boundary treatment with access from Ermine Street Building 252 RAF Alconbury Ermine Street Little Stukeley Huntingdon PE28 4WX

<https://publicaccess.huntingdonshire.gov.uk/online-applications/>

All Members of the Council had no objections.

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- 15/05/20** **To consider proposals for the Local Highway Improvement 2021/22**
Members proposed a footpath link between Moat Lane and the C115 junction should be considered as one of the options for the 20/21 LHI scheme. The voiced their concerns that there is no safe pedestrian access into the village and a Country style path would be better than no path at all.
Cllr Richardson advised the Clerk that he would send a map with the location on and Members advised they would put a proposal together for the Clerk to complete and return the application to Highways.
- 16/05/20** **Correspondence and Communications.**
The Clerk advised Members that the PC still owed a payment to Cambridgeshire County Council for its LHI contribution for the Mvas works in Abbots Ripton. The payment was not made as Members were not happy that the work hadn't been completed as original agreed. The Clerk advised that it wasn't good practice for the PC to be owing the outstanding invoice and that it should be paid as Highways have insisted that the works have been completed as agreed. Members agreed to pay the outstanding invoice and Cllr Richardson advised he will email Cllr Rogers for an update.
- 17/05/20** **Any other business items to be notified in advance.**
Cllr Hemsley advised a tree had fallen over the dyke in Hill Farm House, Wennington and advised it was still there. Cllr Miller advised he will look into this and get this removed. Cllr Miller advised the "We out there 2020" event had been cancelled due to Covid-19.
- 18/05/20** **Proposed 2020 dates for Parish Council meetings:**
30th June, 18th August, 13th October, 24th November.
- 19/05/20** **Items for next agenda**

CLOSE OF MEETING