



THURSFORD PARISH COUNCIL

The minutes of the Virtual Parish Council Meeting held on Monday 29th June 2020 via Zoom

Present: Cllr S. Eckworth (Vice Chair), Cllrs V Cushing, K Drake, K Plumbly, G Pointer, 1 member of the public, Parish Clerk. – K Harris

1. Welcome and to consider apologies and reasons for absence

The Vice Chairman welcomed everyone to the meeting. Apologies had been received from Cllr Yerby (ill health) and Cllr Ross (limited technology).

The apologies were accepted by the meeting

Apologies were also received from Cllr Kershaw (NNDC) and Cllr Aquerone (NCC)

2. Declarations of interest, requests for dispensations by Councillors

There were none

3. Minutes of the Parish Council Meeting held on 27th January 2020 be approved

On a proposal by Cllr Pointer, seconded by Cllr Drake these were agreed and signed by the Vice Chair

4. Matters arising on the Minutes (for information only), not included on the agenda:

The Vice Chair and the Parish Council extended their thanks to the resident who has made and displays the Village Flag.

5. Financial and Governance Matters

5.1: The **Financial Statements** for the periods 27th January to 31st March and 1st April were reviewed and agreed

The total balance in the bank accounts on 13th June 2020 was £8,748.63

5.1.1: **Payments to be made were agreed as follows:** cheque numbers 562 Cane and Co (Insurance). £281.72; 563: D. Dann (Printing of Tablet – March) £20.00; 564 C. Harris (Reimbursement of grant paid for clerk's training) £44.00; 565 Thursford Parochial Church Council (Church Project – Grant) £1,000.00; 566 R. Goreham (Internal Audit) £70.00; 567 C. Harris (Clerk's salary: April – June) £234.52; 568 S. Jenkinson (Village Green Tubs) £11.49.

On a proposal by Cllr Drake and seconded by Cllr Pointer, the Financial Statements were agreed.

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DRAFT until AGREED at following meeting.

5.2: To receive the Internal Audit for y/e 31st March 2020 and note the recommendations:

The Internal Audit was reviewed and the Recommendations: to regularly review the cemetery Burial Fees, and to annually review the Risk Management Scheme were agreed on a Proposal by Cllr Cushing and seconded by Cllr Pointer.

5.3: Agree to the signing of the Exemption Certificate for 2019-20 and to authorise the Clerk and Acting Chair to sign the exemption certificate. This was agreed on a Proposal by Cllr Plumbly and seconded by Cllr Cushing

5.4: Approve the Annual Governance Statement for 2019-20 (AGAR Part 2). This was agreed on a Proposal by Cllr Pointer and seconded by Cllr Drake.

5.5: Approve the Annual Accounting Statement for 2019-20 (AGAR Part 2). This was agreed on a Proposal by Cllr Cushing and seconded by Cllr Plumbly

5.6: Agree the dates for the period for Electors Rights. The period for the Exercise of Public Rights was agreed to be 30 days from 6th July 2020 on a Proposal by Cllr Plumbly and seconded by Cllr Pointer.

5.7: Agree proforma for the Exclusive Rights Burial Form. The Clerk informed the PC that the Burial Board Grants Book, started in 1885 was now full. The two options available to the PC was to purchase a new (generic) Book (minimum £110) or to produce a certificate on heavy duty paper as required – the cost being for the paper (less than £10). Cllr Cushing wanted to know how the PC would maintain their record of this and the Clerk confirmed that a second copy (on ordinary printing paper) would be printed and filed. It was agreed to print certificates as required on a Proposal from Cllr Drake and seconded by Cllr Plumbly.

6. Public Participation

6.1 The Clerk summarised Cllr Aquerone's (NCC) June report.

6.2 A resident, currently producing The Tablet, informed the meeting that the publication will now be produced monthly (as opposed to more often as during the height of the pandemic) but will still be electronic: 52 households (approximately 2/3) receive the Tablet by email and others can view it on the website. A printed copy can be requested, but this is not routine. Thanks were expressed by the Vice-Chair to the resident for production of the Tablet and how useful it has been in keeping people informed during the pandemic. The PC confirmed that they liked the mix of factual and chatty content. Cllr Cushing suggested that a notice be put on the Noticeboards to promote the Tablet being available on the website.

The meeting also asked for a note to go to the resident who has planted the Tubs on the Green to say how good they look. The Clerk to organise.

The Vice-Chair thanked the resident who flies flags on the Green on appropriate occasions.

7. Correspondence

7.1 The Clerk summarised the correspondence which had been received since the previous meeting in January: much of it had related to the enfolding Covid-19 pandemic, changes to services and the support which could be gained by communities.

Highways have indicated that they are due to visit Thursford towards the end of July. Issues to be reported to them are the potholes in Church Lane and that many road signs along the Highways are now obscured by greenery.

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7.2. Received since the close of the agenda: the local police newsletter is being reinstated; Norfolk ALC Wellbeing sent round their end of June update and their proposal to introduce webinars.

8. Any Other Business

Line painting: It has been noted that line painting is being undertaken in the area. The PC hoped that the scheduled repainting of the lines near the Crawfish would now take place.

Cllr Plumbly reported that Highways have been trying to sort out the corner of Balls Lane, but as the residents of the house on the corner are not full-time residents they have been unable to obtain access to the ditch which is on their land. They have now requested that the residents arrange for the ditch to be emptied. Cllrs Eckworth and Drake will liaise with the Clerk to try to find a way to make contact.

Cllr Eckworth reported that the resident responsible for maintenance of the defibrillator had ordered a set of replacement pads

The next Tablet is due to be published 1 week prior to the end of July. Items for inclusion should be sent to the resident who produces it.

Cllr Drake informed the PC that she had not yet been able to visit the bank to complete the formalities to become a signatory to the account. The Clerk informed the PC that the signed letter sent by the PC had facilitated the change of statement address to hers.

9. To note the date of the next meeting

September 7th

There being no further business the meeting closed at 7.35pm

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Chairman

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Date