

MINUTES OF A MEETING OF DRAKES BROUGHTON AND WADBOROUGH WITH PIRTON PARISH COUNCIL HELD ON THURSDAY 22nd DECEMBER 2021 AT 12:30 PM AT DRAKES BROUGHTON PLAYING FIELD

PRESENT: Cllr J Butterworth (Chair), Cllr T Pell, Cllr R Turner, Cllr J Murphy, & Cllr M Williams

IN ATTENDANCE: Mrs N Nicholson (Clerk)

PUBLIC: N/A

1) APOLOGIES: Cllr Crouchman, Cllr Quinton, Cllr Boniface, Cllr Yeo, Cllr Tanfield, Cllr Roberts, Cllr Small & Cllr Bessant.

2) DECLARATIONS OF INTEREST

None

PURPOSE: There is concern about holding indoor meetings when the Omnicom variant is transmitting very readily across the UK, however as the precept amount needs to be agreed in person and the Parish Council are required by law to meet in person, this special meeting has been arranged to take place outside; it is being held at 12.30pm so that it can take place in daylight hours. The meeting has been advertised as required by law.

3) SPECIAL MEASURES AGREED TO BE INTRODUCED FOR JANUARY, FEBRUARY & MARCH MEETINGS DUE TO THREAT CAUSED BY COVID.

Monthly meetings/ Delegated powers: The Chair suggested that monthly Parish Council Meetings do not take place in January, February or March and during this period decision making should be delegated to the Clerk.

The Chair proposed that there should be virtual monthly meetings to provide Parish Councilors with the opportunity to meet for discussion on topics and to ensure that they are informed about things they would normally be informed about. Although these meeting will not be formal monthly Parish Council meetings minutes will be kept so that members will have a record of discussions.

Payments: The Chair advised that many of the payment that are brought to Council each month for authorisation have already been authorized as they are detailed in signed contracts with the Council and do not need this additional authorisation. Where authorisation has already taken place and a request for payment is received in January, February or March the Clerk will raise a cheque for the payment and obtain the required two signatures for each payment and the cheques will be released to the Payees without the need to be authorised at the monthly Parish Council meeting. Details of payment will be itemised in the record of the monthly virtual meetings. A member of the Parish Council will be asked to complete the bank reconciliation each month to ensure that the bank account is monitored.

The Members discussed these proposals, and it was proposed by Cllr Pell and seconded by Cllr Williams to adopt the above measures. All Members agreed.

4) MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 2nd December 2021 were proposed by Cllr Murphy, seconded by Cllr Turner, agreed by all and signed by the Chair as a true record.

5) FINANCE

Precept: The Chair advised that a copy of the draft budget and precept had already been circulated. It is proposed that the Parish Council set the precept amount so that there is 0% increase in the precept amount paid by parishioners. The amount the Parish Council receives will be increased by circa £1k; this is due to the increase in the number of houses in Drakes Broughton. The Chair advised that this was a tight budget but covered all regular expenditure and that the PC had circa £30K in reserves should further funds be required that had not been pre planned. The precept request of £25,099 was proposed by Cllr Butterworth, seconded by Cllr Williams and agreed by all. The Chair asked the Clerk to complete the relevant paperwork.

Internal Auditor: The Chair advised that accountant Suzy Carlyle, who lives in Pirton, has agreed to complete the internal audit for 2021/22. There will be a small charge for this service (£70) which is the amount usually paid to the person undertaking the internal audit.

Grant request for repairs to the Church Roof: The Chair advised that there had been a request for a grant towards the church roof repair. The uninsured external repairs were going to cost £2150. There was a discussion regarding the legality of the PC supporting religious institutions, the Members decided that in the interests of community adhesion a one-off grant for £100 should be made, but it should be a generic grant for the external aesthetics of the church/yard and a cover note explaining the legal status should be sent from the Clerk. This was proposed by Cllr Pell and seconded by Cllr Turner.

Meeting Closed 1.00pm.