

# TEMPLE NORMANTON PARISH COUNCIL

Clerk/ RFO: Dorothy Neal (01246 850042)

## Agenda

6:00 pm 6<sup>th</sup> July 2020

Minute No 223

**20/001 Receive Apologies for Absence:**

**20/002 Variation of 'Order of Business':**

**20/003 Declaration of Members Interest:**

**Please note:-**

*A member must ensure that he or she completes the Declaration of Interest form prior to the start of the meeting and indicate to which of the following actions he or she intends to take during consideration of the relevant business:-*

- (a) To remain present in the meeting during the item,
- (b) To leave the meeting during the item,
- (c) To make representations on the matter and then leave the meeting prior to the other members considering these and/or making a determination of their chosen outcome of the item.

The Declarations of Interests will be read out from the Declaration Sheet, Members must verbally confirm that it is correct and this confirmation will be entered into the Minutes.

(ii) Wherein a Member completes a DOI form and indicates that he or she intends to follow option (c) as above, such representations must be made under agenda point (a) of the Public Forum.

**20/004 Public Forum (10 Minutes)**

**Please note:-**

A period of not more than ten minutes per item will be made available for members of the public and Members of the Council to comment on any matter. Where a Member indicates they have an interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (a) below.

- (a) Any Member who has completed a Declaration of Interest form should make representations to the meeting on that matter at this point, and ten minutes for questions, comment and discussion for each individual item of such business will follow.
- (b) Should the item regarding which a Member is making representations as above be listed for discussion elsewhere on the Agenda, the Member must declare this and withdraw him or herself from this meeting whilst that Agenda item is under consideration.

**20/005 Determination of Public Exclusion:**

As applicable, at this juncture of the meeting, Members should make a determination whether or not there are any items under PART I of the Agenda that should be considered confidentiality, from which the general public and non-councillors must be excluded. Should the Members decide that exclusion should take place, at this point in the meeting the Members must pass the following resolution, and the following to be read out:

*“That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and therefore they are so instructed to withdraw at this time.”*

At the conclusion of the relevant item of business, the Responsible Officer will recall the public to the meeting.

**Statement to clarify the omission of the AGM along with the election for Parish Council Chairman and Vice Chairman. To be read out**

**20/006 Allotments:**

- 006 -01 - Allotment rent from October 2020
- 006 - 02 - New allotment rent contract for approval. *(Already circulated):*
- 006 - 03 - Insurance company's guidance for TNPC regarding volunteers help for clean-up around the allotments and wild life area. *Reply to be read out.*
- 006 - 04 - Purchase of 6 gate keys for new tenants:
- 006 - 05 - Future use of compost toilet. *Floor repair, locks etc*
- 006 - 06 - Request made to shooter rabbits (Pellet Gun):
- 006 - 07 - Requests made for sheds, ploy tunnel etc. *List to be give by Cllr AMC*
- 006 - 08 - Cllr AMC clarification required as to tenants numbers out of TNP:

**20/007 To Confirm the Non Confidential Minutes of the meetings held on the 16<sup>th</sup> March 2020 being the Bi monthly Min No. 222 as a True and Accurate Record.**

**20/008 Matters arising**

**20/009 Chair's Report:**

- 009 - 01 - Clerk's annual salary increase.
- 009 - 02 - Estimates for approval for the woodland area mowing etc.

**20/010 Environment**

- 010 - 01 - New website (comments on parish test site) Regulations for accessibility in force 23<sup>rd</sup> September 2020
- 010 - 02 - Annual inspection for play park ordered *August/September 2020:*
- 010 - 03 - Play park re-opening/ or not – *Decision to be made (template notice for gates from NEDDC ):*
- 010 - 04 - Village Signage – *Now completed*
- 010 - 05 - Play Park tree crown lift: *Still om the list at NEDDC*
- 010 - 06 - Hanging baskets – Corbriggs tree branches over hang

**20/011 Clerk's Report – Correspondence Etc.**

- 011 - 01 Outgoing mail/ replies: including neighborhood watch circulated
- 011 - 02 - Incoming mail: Circulars, zoom meeting notes, .planning list, emails from NEDDC chairman  
General update Emails re the Corona virus from DALC NALC, DCC, NEDDC
- 011 - 03 General Data Protection Regulation –Renewal fee request.
- 011 - 04 DCC license for hanging baskets request made.
- 011 - 05 Code of Conduct being revised please take time to complete the online consultation  
<https://www.local.gov.uk/local-government-association-model-member-code-conduct>

**20/012 Clerk's Report – Finance:**

- 012 - 01 2019/20 year end figures to go through: *Already circulates -- Any Question*
- 012 - 02 Audit report from internal Auditor for the financial year. 2019/20.
- 012 - 03 AGAR for Approval of Section 1 -- *Annual Governance Statement and sign by the chair*
- 012 - 04 AGAR for Approval of Section 2 – *Accounting section and signed by the chair*
- 012 - 05 AGAR Certificate of Exemption – *Approval and signed by the chair*
- 012 - 06 Monies received: since the last meeting March 2020
- 012 - 07 Payments made since the last meeting March 2020
- 012 - 08 VAT reclaimed 1<sup>st</sup> April - 30<sup>th</sup> June 2020 £725.47
- 012 - 09 TNPC account Balance

**20/013 DALC:**

- 013 - 01 – Circulars and notes already circulated: *any comments*

**20/014 Councilors' issues:**

- 014 - 01

**20/015 Next meeting**

The next meeting being the AGM followed by the Bi Monthly Parish Meeting will take place Monday 7<sup>th</sup> September 2020 to commencing 6:00pm  
(Minute 224 ) Please forward any items for the agenda by 26<sup>th</sup> August 2020

**20/016 Closure:**

