

## MINUTES OF THE PARISH COUNCIL MEETING HELD 9<sup>TH</sup> JULY 2020

### 1/20-21 Present:

Cllr S Hanif, Cllr I Haseeb, Cllr B Maun, Cllr G Razaq (Chairman), Cllr M Rehman and Mrs E Coleman (Clerk).

### 2/20-21 Apologies and Leave of Absence:

a. Apologies:

Apologies were received and accepted from Cllr H Khan (family) and Cllr M Tanvir.

b. Leave of Absence:

No requests were submitted.

c. Resignation:

The Clerk advised Council of Mrs H Woods' resignation in April. The Statutory Notice period had been completed and the Borough Council has issued the Official Casual Vacancy Notice.

### 3/20-21 Declarations of Interest:

None

### 4/20-21 Minutes of the Previous Meeting:

Council resolved to accept previously circulated draft minutes for March as an accurate record of the meeting. The Chairman signed them as such.

### 5/20-21 Virtual Meeting Policy:

Council resolved to adopt the Virtual Meeting Policy.

### 6/20-21 Finance:

a. Payments:

i The following payments made in April, May & June were ratified:

PAYEE	FOR WHAT	AMOUNT £	CHEQUE NUMBER OR DIRECT DEBIT
The Clerk	Salary & Expenses	709.72	1135
HM Revenue & Customs	Month 1	137.20	1136
Staffordshire Pension Fund	Month 1	237.58	1137
Perennial Landscapes Ltd	Allotment Contractor	78.00	1138
Cardiac Science Holdings (UK)	Defibrillator Pads	192.00	1139
Kaspersky Software	Laptop Security	34.99	1140
NewsTeam Group Ltd	Newspapers	31.25	1141
Viking Direct	Printer Ink	127.51	1144
Star Foundation	Grant	500.00	1145
SLCC	Clerk Training	30.00	1146
Intouch	Web hosting & email	178.16	Direct Debit
The Clerk	Salary & Expenses	770.95	1147
HM Revenue & Customs	Month 2	137.20	1148
Staffordshire Pension Fund	Month 2	237.58	1149
Perennial Landscapes Ltd	Allotment Contractor	156.00	1150
Aubergine 262 Ltd	Website Designer	1,953.60	1151
Auditing Solutions Limited	Internal Auditor	318.00	1152
Horninglow & Eton Parish Council	Grant for Food Bank Initiative	200.00	1153
The Clerk	Salary & Expenses	676.66	1154
HM Revenue & Customs	Month 3	137.40	1155
Staffordshire Pension Fund	Month 3	237.58	1156

iii The following payments for July were approved and the financial statements approved:

PAYEE	FOR WHAT	AMOUNT £	CHEQUE NUMBER OR DIRECT DEBIT
The Clerk	Salary & Expenses	681.63	1158
HM Revenue & Customs	Month 4	132.80	1159
Staffordshire Pension Fund	Month 4	237.58	1160
Perennial Landscapes Ltd	Allotment Contractor	78.00	1161
SLCC	Clerk Training	42.00	1162
InTouch	Web hosting & email	178.16	Direct Debit

b. 2020 AGAR (Annual Governance & Accountability Return) Governance Statement:

Council resolved to accept the Governance Statement which was duly signed.

c. 2020 AGAR Accounting Statements:

Council resolved to accept the Accounting Statement which was duly signed

d. 2019/2020 Internal Audit Report:

Council received the detailed Internal Audit Report for the 2019/2020 year. The detailed report has no comments requiring an action plan/ amendment.

#### 7/20-21 New Website:

Following a verbal report the meeting discussed how to progress this project further which included sourcing photographs. Councillors agreed to photographs and their Council email addresses being on the site.

#### 8/20-21 Correspondence:

a. Planning:

i New Applications:

Application No.	Site Address	Development Description	Comments
P/2020/00622	Tiger Court DE14 3PR	Felling of 7 Lime trees.	None
P/2020/00554	263 Uxbridge Street DE14 3JU	Subdivision and change of use of ground floor from dwelling (Class C3) to a shop and a hairdressing salon (Class A1)	None
P/2020/00488	9 Leicester Street DE14 3BA	Erection of a single storey rear extension	None
P/2020/00479	20 Leicester Street DE14 3BA	Erection of a single storey rear extension	None
P/2020/00543	331 Blackpool Street DE14 3AL	Retrospective permission for the erection of a single storey rear extension, 5.1m from the original rear wall, 3.4m to the highest point of the roof and 2.7m to the eaves	None

ii Decision Notices:

None.

iii Other Planning Correspondence:

None.

b. Other Correspondence:

iv The Local Government Boundary Commission for England (LGBCE) Proposals:

The proposed changes to the Ward boundaries of the Borough Council is to be an Agenda Item next month. The consultation period runs until 7th September 2020.

v Petition Received re Property on Branston Road:

This was sent to the Borough Council who are coordinating the response.

vi Street Rubbish In the Junction of Peel & Napier Street:

This was reported to East Staffs and Borough Councillor A. Chaudhry has the resident's details to follow up too.

9/20-21 Items of Information

The items listed in the meeting papers were noted.

10/20-21 Next Meeting Date:

This is scheduled for 13<sup>th</sup> August 2020

Chairman:

Date: