

Annual Meeting of South Leverton Parish Council

Minutes of **Annual Meeting of South Leverton Parish Council** held on the 2nd May 2021 virtually via Zoom, as per the regulations enacted under the Coronavirus Act 2020, the meeting commenced at 7:00pm.

Members Virtually Present	Cllr Catherine Hoyle	Chairman (until 12/21)
Via Remote Attendance	Cllr Chris Buckland Cllr Dan Styring (from 17/21) Cllr Ant Coultate (until 17/21)	Chairman (from 12/21)
Also, Virtually Present	Ed Knox Clerk/Responsible Financial Officer Dist Cllr Coultate	
Via Remote Attendance	2 Public Devices Logged in (1 after the co-option)	

12/21 To Elect a Chairman of the Council

Cllr Hoyle **Proposed**, Cllr Coultate **Seconded** that Cllr Buckland be Chairman. Therefore, the Council **resolved** that Cllr Buckland be elected Chairman. Cllr Buckland together with the Proper Officer, signed the Declaration of Acceptance of Office of Chairman form.

13/21 To Elect a Vice-Chair of the Council

Cllr Hoyle **Proposed**, Cllr Buckland **Seconded** that no one be appointed as Vice-Chair. This may be revisited at a later date once the Council ceases changing Chairman at each meeting, and has increased its members in number. Therefore, the Council **resolved** that there be no Vice-Chair.

14/21 To Approve Apologies for Absence

The Council **resolved** to accept the apologies of Cllr Tomlinson who gave birth today. The Chairman sent congratulations and best wishes to Cllr Tomlinson on behalf of the Parish Council.

15/21 To Record Declarations of Interest in any items to be discussed

None.

16/21 To Approve Minutes of the Previous Meeting

After discussion, Cllr Hoyle **Proposed**, Cllr Buckland **Seconded** that the minutes be approved and the council **resolved** to accept the minutes. The chairman signed the minutes of the previous meeting as a true and accurate record.

17/21 To Receive a written application for the office of Parish councillor and to potentially Co-opt a candidate to fill the existing vacancy

After discussion of the application and debating the merits of the person, Cllr Hoyle **Proposed**, Cllr Buckland **Seconded**, in favour to co-opt Mr Styring, Cllr Coultate was also in agreement. Mr Styring signed the Declaration of Acceptance of Office forms and completed the 'registration of interests' forms. **Action**, the Clerk to inform Bassetlaw District Council.

18/21 To Receive District & County Councillors Reports

Dist Cllr Coultate gave an update on the potential future of Cottam Power Stn site and advised that there is a meeting planned by Bassetlaw Council about paragliders in the local area, an invite will be sent out to all local parish councils so that a council member from each can attend. Cllr Coultate ended by saying that the District Councillors grant support fund is now open again, Cllr Coultate has up to £1,000 to donate to local groups in the Rampton Ward area.

County Councillor Ogle did not attend.

➤ Adjournment for Public Forum

The Chairman adjourned the meeting. The public device logged in, the person could be heard by all those present at the meeting, but the person logged in said that they could not hear anything at their end. Everyone else present confirmed that they could hear, but due to technical difficulties/poor internet connection, the public device could not hear any sound at their end. Dist Cllr Coultate private messaged on Zoom the member of the public and received no response. The public device logged in and out of the meeting several time, then on attempting to re-join, it said '*connecting, joining meeting...*' however it failed to gain a strong enough connection and eventually the device left the meeting. The Chairman closed the public forum and reconvened the meeting.

19/21 To Approve Annual Governance Statement (Section 1 Annual Return) for Year Ending 2020/21

Prior to the meeting the Clerk circulated the findings of the internal auditor. Cllr Hoyle **Proposed**, Cllr Buckland **Seconded** that the Governance Statement be approved. The Clerk and the Chairman signed the Annual Governance Statement.

20/21 To Approve Accounting Statements (Section 2 Annual Return) for Year Ending 2020/21

The Clerk circulated by email prior to the meeting the Annual Return Section 2 Accounting Statements. Cllr Hoyle **Proposed**, Cllr Buckland **Seconded** that the Accounts be approved and the Clerk and the Chairman signed the Accounting Statements. **Action**, the Clerk will submit the Annual Return Exemption Certificate (because turnover was below £25,000) to the External Auditor along with any required supporting documents and upload copies to the webpage.

21/21 Finance:

Monthly Income & Expenditure

All payments made since the previous meeting have been in-line with the delegated authority. After discussion of the financial information circulated by email before the meeting, Cllr Buckland **Proposed**, Cllr Hoyle **Seconded** and the council the council **resolved** to accept them as a true and accurate record. Direct Debits and Standing Orders for staff salaries including PAYE, all **approved** unanimously.

1. To Approve Payments:

The Council **approved** the following: -

<u>Payee</u>	<u>Item</u>	<u>Amount</u>
Holmes Ground Care	Final Grass Cutting Oct/Nov 2020	£73.00
Holmes Ground Care	Grass Cutting March 2020	£119.97
Village Lengthsman	Gauntleys - Bolts to fix a Bench	60p
Total Payments		<u>£193.57</u>

2. Receipts:

<u>From</u>	<u>Item</u>	<u>Amount</u>
Bassetlaw District Council	1 st Half Precept 2021/22	£7,624.00
Bassetlaw District Council	1 st Half Concurrent Grant 2021/22	£7.00
Bassetlaw District Council	1 st Half Street Cleaning Grant 2021/22	£192.50
Total Receipts		<u>£7,823.50</u>
<u>Bank Balances</u>		
The Current Account Balance		<u>£15,042.93</u>
The Deposit Account Balance		<u>£5,708.59</u>

22/21 To Discuss Replacement Benches for Rampton Lane & Retford Road

After Discussion, the condition of Retford Road bench wasn't felt it needed replacing yet, it is a soft wood bench which has seen better days, but it is not in a dangerous condition. Regarding the Rampton Lane Bench, Cllr Hoyle **Proposed**, Cllr Buckland **Seconded**, that a replacement bench from Glasdon UK Ltd be purchased, the Lowther bench and that the bench is installed as soon as possible.

23/21 Closure of the Meeting

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 7:35pm.