

**Minutes of Birchanger Parish Council meeting
held on Tuesday 4th August 2020 at 7.30 pm.
By Zoom**

Present: Angie Driscoll (AD) – Chair
Peter Sampson (PS)
Linda Pocklington (LP)
George Taylor (GT)
Geof Driscoll (GD)
John Revell (JR)

Keith Williams (Parish Clerk)

713. Chairman’s Welcome

The Chairman welcomed all those present.

714. Apologies for Absence

None.

715. Declarations of Interest

None.

716. Election of Vice-Chairman

George Taylor was unanimously elected to be Vice-Chairman.

717. Public participation session with respect to items on the agenda and other matters that are of mutual interest.

None.

718. Minutes of the last meeting

The minutes of the last meeting held on Tuesday 3rd March 2020 (previously circulated) were agreed as a true and accurate record, and will be duly signed by the Chairman.

719. Finance

- a. **Account Balances (already circulated) – noted.**
- b. **Invoices and payments**

1. Account Balances b/f 30th June 2020

Unity Trust Bank	55174.67
Bank service charge	<u>18.00</u>
Balance at 30/06/2020	55156.67

2. Payments due for July 2020

A&J Lighting	SO	45.90 (monthly maintenance)
Ace of Spades	On line	249.60 (grass cutting June 2020)
EALC	On line	48.00 (Playground advice-GT)
e-on	DD	87.58 (electricity for June 2020)
TBS Hygiene	On line	86.40 (dog bin emptying)
Police & Crime Comm	On line	103.94 (Special Constable Apr-June 2020)
Keith Williams	On line	421.10 (salary for July 2020)
HMRC (Keith Williams)	On line	105.40 (PAYE for July 2020)
Keith Williams	On line	20.00 (office rent July 2020)
Glasdon	On line	329.98 (purchase of dog bin)
Angie Driscoll	On line	15.00 (chairman's expenses-flowers)

Total payments for July 2020 1512.90

3. Account Balance c/f 31st July 2020

Unity Trust Bank a/c no 20419053
Balance at 31/07/2020 53643.77

Note 1: The payment to HMRC was made by the parish clerk and is being reimbursed.

c. Consider Annual Audit Certificate of Exemption

This was approved for submission and will be signed accordingly.

d. Consider Annual Audit Annual Governance Statement 2019/2020

This was approved for submission and will be signed accordingly.

e. Consider Annual Audit Accounting Statements 2019/2020

This was approved for submission and will be signed accordingly.

720. Garden Waste Collection Service

It was agreed to proceed with this service.

721. Reports from County and District Councillors

Report from County Councillor Ray Gooding [RG]

RG had previously circulated his report. The full report can be read as an attached document to the minutes on the website.

722. Closure of meeting

There being no further matters to discuss the Chairman declared the meeting closed at 19.47.

[2020/164]