

BEACHAMWELL PARISH COUNCIL

Minutes of an Ordinary Parish Council Meeting held on Wednesday 16th September 2020 commencing at 7.30pm

This meeting was held virtually in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Present:

Cllr Tom Sanderson	Chairman
Cllr Diana Lambert	Vice Chairman
Cllr Richard James	
Cllr Pat O'Donnell	
Miss S J Thorpe	Parish Clerk
 No members of the public present	

The Chairman thanked everyone for their attendance

1. Apologies

No apologies had been received.

2. Declarations of Interest

None.

3. Minutes

The minutes of the Ordinary Meeting on 15th July and Extra-Ordinary Meeting on 10th August 2020, having been circulated to all prior to the meeting, were agreed as correct following a proposal by Cllr James, and seconded by Cllr Lambert.

4. Matters arising

All matters arising to be dealt with under other items on the agenda.

5. Public forum for electors to address the council

No members of the public were present.

6. Highways issues

- a. Footpaths – footpath diversion (Hall Barn FP13 and BR19a). There had been no further update from Cllr Wilkinson since he agreed to contact Cllr Eagle and see if they could get the matter sorted out.
- b. A maize crop in a field farmed by Wortley Farms was still causing a footpath to be impassable. Cllr Sanderson advised that he believed it would be cut down soon.

7. Finance

- a. Review and approval of the insurance policy for 2020/21 – the current broker had provided a quotation of £221.76 for a one-year deal or £210.67 for the first year of a three-year agreement. The Clerk advised that other insurers would not be able to provide a cheaper quotation. The policy was discussed, following a proposal by Cllr Sanderson, seconded by Cllr Lambert, it was agreed by all that the policy was suitable for the needs of the PC and that a three-year agreement should be approved.
- b. Update on Simple Servicing Authority for bank accounts – Cllr Sanderson agreed to phone the national helpline as the Clerk still needed view only online access.
- c. National Pay Award for the Clerk – the Clerk was employed on the new SCP scale of 19. A national pay award had been agreed of 2.75% from 1st April 2020. Following a proposal by Cllr Sanderson, seconded by Cllr Lambert, it was agreed by all to approve the pay award.
- d. Cheques to be approved and signed for August-September – the following payments were due by cheque, direct debit (DD) and standing order (SO):

HMRC	PAYE for July-August (SO)	£111.60
Miss S Thorpe	Wages for August-Sept (SO)	£446.96
CGM Group Ltd	Grounds maintenance August-Sept (DD)	£304.54

Chairman's signature.....Date.....

Miss S Thorpe	Clerk's admin & arrears of pay	£83.52
HMRC	PAYE for September	£8.40
Business Services at CAS Ltd	Annual Insurance Premium	<u>£210.67</u>
		£1165.69

It was agreed to authorise the cheque payments, direct debits and standing orders, proposed by Cllr Sanderson, seconded by Cllr Lambert.

- e. Reconciliation of Cashbook – the Cashbook had been balanced to 31st July 2020. Copies of the bank statements and bank reconciliation to be issued to all members. Following a proposal by Cllr Sanderson, seconded by Cllr James, it was agreed to approve the reconciled cashbook.

8. Planning

Applications received since last meeting – None

Decisions received from the District Council – The following application had been approved:

- a. **3PL/2020/0438/F Timber frame log cabin for a holiday let at 5 Drymere, Beachamwell.**

9. Correspondence

An email had been received from RAF Marham advising that unfortunately the Friends of Marham Christmas Lunch would not be able to take place this year due to the pandemic.

10. Update from Borough and County Councillor

District Councillor Wilkinson was not present and no update had been provided on Breckland District Council. County Councillor Eagle was not present and no update had been provided on Norfolk County Council.

11. Members concerns and agenda items for the next meeting

Cllr Sanderson advised that the village sign was nearly done, the repointing had been completed.

Cllr Sanderson advised that he was getting a quote to resolve the issue with the concrete slap which had been put in place to cap a well at the side of the church.

Cllr Lambert advised that she had been given an old minute book by the former Clerk. It was agreed that she would hold onto it until the Clerk was able to pick it up.

Items for the next agenda to be passed to the Clerk within 10 days of the next meeting.

12. Date of the next meeting

The date of Wednesday 18th November 2020 was confirmed for the next meeting which would be held virtually.

The Chairman declared the meeting closed at 8.00pm