

**MINUTES OF THE MEETING OF BURLAND PARISH COUNCIL
HELD REMOTELY VIA ZOOM ON 11TH MAY 2020**

PRESENT:	Cllr J Pochin Cllr S Thompson Cllr J Scott Cllr J Thomas	Vice-Chairman (in the chair) Cllr M Warburton Cllr A Morris Cllr R Clough
APOLOGIES:	Cllr G Denny Cllr G Samways	Chairman Cllr S Davies (Cheshire East Council)
ALSO PRESENT	Dr. M Bailey (Clerk/RFO) One member of the public	

731 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs G Denny and G Samways and Cheshire East Cllr S Davies.

732 DECLARATIONS OF INTEREST

Members were invited to declare any disclosable pecuniary interest or non-pecuniary interest which they had in any item of business on the agenda, the nature of that interest, and in respect of disclosable interests, to leave the meeting prior to the discussion of that item.

There were no declarations of interest.

733 MINUTES – 8TH JUNE 2020

RESOLVED: Members resolved that the minutes of the Parish Council held on 8th June 2020 be approved as a correct record and signed by the Chairman.

734 MATTERS ARISING

There were no issues raised from the minutes.

735 PUBLIC QUESTION TIME

There was one members of the public present at the meeting.

The resident raised the following matter: -

- Planning issues – stables at Ravens Lane – Members commented that a number of issues had been reported to the Council regarding activities at the property and the Clerk had written to Cheshire East Council. In response, Cheshire East has stated that there is no planning breach but have asked for evidence to be submitted to support any allegations put forward.

736 FINANCIAL MATTERS

736.1 Authorisation of Payments

£227.76	Dr. M J Bailey – salary payment for Clerk (June 2020)
£56.94	HMRC – tax on clerk’s salary (month 3)
£99.00	Netwise Training Ltd (costs for website development)
£365.17	Came and Company (insurance policy – 2020/21)
£175.32	ChALC (membership fee – 2020/21)

RESOLVED: The above payments were approved by the Council

736.2 End of Year Accounts (1st April 2019-31st March 2020)

The following documents, comprising the draft accounts for the financial year 2019-20 were presented to the Council for note: -

- Ledger 2019-20 (1st April 2019-31st March 2020)
- Receipts and Payments (full year 2019-20)

736.3 Internal Audit Report 2019/20

The 2019/20 Internal Audit report was presented to the Council for consideration.

RESOLVED: The Internal Audit report was noted and approved by the Council.

736.4 External Audit 2019/20

The Clerk updated the meeting on the arrangements for the 2019/20 external audit. The audit itself is being undertaken by PFK Littlejohn. Due to the ongoing issues caused by the COVID-19 pandemic, the arrangements for the external audit have been changed.

It was proposed that the period for exercise of public rights will be between 15th June and 24th July 2020.

The Council noted these developments and **APPROVED** the arrangements.

736.5 Annual Governance Statement

The Parish Clerk presented the 2019/20 Annual Governance Statement to the Parish Council for completion and approval.

RESOLVED: The Parish Council completed and approved all eight sections of the AGS and answered 'yes' to all sections (section 9 is not applicable) with the exception of section 4 ('We [the Council] provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations') to which the answer was 'no'. This was due to the Clerk posting the accounts on the website on the same date as the 2018/19 period of electors' rights began (18th June 2019) rather than before this date, as required by the Regulations.

736.6 Accounting Statements 2019/20

The Parish Clerk presented the 2019/20 Accounting Statements to the Parish Council for approval.

RESOLVED: The Parish Council approved the Accounting Statements for the 2019/20 financial year.

736.7 Certificate of Exemption 2019/20

The 2019/20 External Audit process allows parish councils whose income/expenditure does not exceed £25,000 to certify themselves as exempt from an external 'limited assurance' review/audit. Burland Parish Council qualifies for such a certification.

RESOLVED: The Parish Council agreed to complete the Certificate of Exemption and therefore certified the Parish Council as exempt from a 'limited assurance' external review/audit for the 2019/20 financial year. The documents will be signed by the Clerk/Chairman and submitted.

736.8 Ledger/Bank Reconciliation Statement (1st April 2020-31st May 2020)

The ledger/bank reconciliation statement for the period 1st April 2020-31st May 2020 was presented to Members, who noted the document.

737 RISK ASSESSMENT

The Parish Council considered the Risk Assessment for the 2020/21 year. Members felt that reference to the pandemic should be included in the assessment.

RESOLVED: The Parish Council noted and approved, with amendments, the 2020/21 Risk Assessment.

738 BOROUGH COUNCILLOR'S REPORT

Cllr Stan Davies (Cheshire East Council) was not present at the meeting.

739 COVID-19 REVIEW

Cllr Thomas updated the meeting.

A range of actions had been undertaken, these included recruiting volunteers; advertising the local response service for vulnerable households and people; and acquiring materials and resources to assist with the work. Volunteers are going out once a week to do shopping and to pick up prescriptions.

It was reported that around 18 vulnerable people were still being supported, and things were working well. Those vulnerable people are being supported on a one to one basis. No new referrals have come in from Cheshire East Council.

It was reported that some updated information needs to be sent out in a leaflet to local residents.

The Council expressed its thanks to Cllr Thomas and all volunteers for their work.

740 HIGHWAY MATTERS/SPEED WATCH

The Parish Council considered issues relating to highways in the parish and affecting the parish.

740.1 Flooding in the Parish

Cllr Pochin reported that the Cheshire East Flood Officer and flood prevention people had been contacted with regard to investigating the situation in the parish. Cllr Pochin said that he would chase this up.

740.2 Road Safety Issues

Cllr Pochin confirmed that he had had a response from the MP on the road safety report, via the form of a letter to Cheshire East Council. The response from Cheshire East Council was that they will review road lining in the parish. Cllr Pochin will thank the MP and also raise other relevant issues to the parish.

740.3 Speed Gun

Cllr Thompson said that Cllr Warburton and her partner had been out 3-4 times and all information collected was forwarded to Cheshire Police. The fastest recorded speed was 81 mph. It was reported that speeds were dropping gradually. Cllr Thompson said

that she would put a message out via WhatsApp to update on the work being done.

740.4 Location of SID

Cllr Clough reported that the SID needs some work doing to it and that trees in some locations were interfering with the signal, so will need to be cut back. Will be located on Swanley Lane in Ravensmoor.

741 PLANNING MATTERS

The Parish Council considered planning issues affecting the parish.

741.1 Planning Enforcement

20/0336M & 20/00374E

Stables and Premises, Ravens Lane, Burland

This matter was covered under 'Public Question Time' in these minutes.

742 COMMUNICATIONS/SHARED INFORMATION

- Cllr Warburton reported that there had been fly-tipping on private land in the parish
- Cllr Warburton reported that there are static speed cameras in other areas of Cheshire East – e.g. Worleston – and this could be a pointer for Burland
- Cllr Thomas reported concerns about footpaths and pavements in the parish
- Cllr Clough reported issues with gates being shut on the canal – has contacted the Canals and Rivers Trust who have sorted the matter out so that fishing can resume

743 DATE OF NEXT MEETING

The next meeting of the Parish Council will be on Monday 13th July 2020.

.....Chairman

The meeting commenced at 7.30 pm and concluded at 8.40pm