

**Minutes of Poslingford Parish Council
meeting on 3rd March 2021
Meeting held remotely by Zoom**

Present: Parish Cllrs Martin England, Jim Rucklidge, Marc Allison, June Mansfield, Derek Nicholls, Annie Jones and Kathy Priestley
County Councillor Mary Evans
District Councillors Karen Richardson and Marion Rushbrook
Chris Turner-Clerk

The Chair Martin England welcomed those present and thanked them for attending. The Council were sorry to hear of the death of District Councillor Jim Meikle.

Apologies for absence- None

County Councillor Mary Evans Report- This had been sent earlier and circulated to all Councillors. No public attending so not read out. Report held with minutes. Mary added a few extra points, she mentioned that the Police Engagement Officer hopes to be in Poslingford before the end of the month. The work on the drains should now be complete but there is a delay with fixing potholes due to the wet weather this winter. Mary then left the meeting; this is the last one she is likely to attend as she is not standing again. We are most appreciative of all the work she has carried out on behalf of Poslingford and wished her the best for her retirement

District Councillors Report- A joint report had been received and circulated to all councillors and these will be held with minutes. Mention was made of the Dog Fouling initiative. We do have some dog bins around the village providing "dog gloves" but asked whether if the village purchased bins for people to use for disposal of the dog mess, would the District Council empty on a regular basis without charge. The councillors will look into it.

1. Minutes of our last meeting. It was agreed that no further action be taken re Item 7 of the 9th December meeting, regarding Church Lane. The minutes were accepted as being in order and signed by the chair who would hand to clerk at a later date.
2. Financial Report- The accounts for the period to 3rd March had been circulated by e mail. The clerk went through the details and after making the payments which were now due we would be left with £6836.02, which is in line with our budget. We may have to pay TOP garden Services before the end of the financial year, for the tree that is being re-shaped. The accounts and payments were agreed, and the financial position document was signed by the Chair. The scrutineers confirmed they were in agreement with the payment schedule. A printout of the bank account had been circulated and the balance was £7223.62 as at 3rd March 2021. The clerk stated that he did not wish to enter into a pension scheme, the relevant authority had been advised. The Councillors agreed that the clerk would continue to be the RFO for the authority.
3. Internal Audit - Confirmation that SALC are to be appointed as our Internal Auditors for 2020/21, all in favour. The clerk had received from SALC a list of requirements needed for the Parish Council to have completed by the year end, 31st March. He had reviewed this list and several actions were needed/take place. These were as follows:
 - a) The Asset Register had been reviewed, no changes and this was signed by the Chair. b)

Standing Orders and Financial Regulations have been updated and were accepted. c) The Financial Risk Assessment was discussed, a few amendments had been made, this was signed by Chair and Clerk. d) the clerk had completed an Internal Control Statement for the year to 31st March and this again was signed by the Clerk and Chair. e) The Councils policies on the following subjects were reaffirmed. Code of Conduct/Complaints procedure/Electronic Comm Policy/Equal Opportunity Policy/Freedom of Information and Access Request Policy.

4 Parish Councillors reports-

Cllr Mansfield asked about the position on the allotments. The Chair is updating the list of holders and contacting them. The church is entitled to the rent. a meeting is being held between the Chair and the Church Warden.

Cllr Nicholls reported a water leak that has now been repaired.

Cllr. Jones mentioned the S106 monies that we are entitled to and wondered whether they could be used for a defibrillator, she will look into it and report back.

No other reports

5. Quiet Lanes initiative- A discussion took place and it was agreed we would add the portion of The Street that was in Poslingford. from Stansfield (signposted from Pippin Post Close, Stansfield to Assington Green) and ending at Gosland Green. The Chair is to speak with the clerk from Stansfield PC and deal with this.

6. Grass Cutting- We will continue to use our current contractor, TOP Garden Services. He needs to be asked to tidy up bushes and the cemetery.

7. We have received a communication from the Church asking if we are still interested in having a meeting room in the church. A discussion took place and currently it is felt that there were a number of reasons why at this juncture we couldn't proceed, funds availability although we do have some due from S106, heating, toilets etc. To advise Mr Ramsey.

8. Internet Banking- A discussion took place on the procedure we have put in place for making payments via on-line banking. It was agreed we would continue the trial, it should be easier once we can hold face to face meetings.

9. Website- John Holman has been continuing to load documents onto the website on our behalf and this was much appreciated by all. Marc Allison will have a look to see what is involved, will speak to John and hopefully will be able to take-over as Website administrator. Our thanks go to John for what he has done.

Financial position as at 9th December 2020

Balances as per last statement	£8146.22
Payments made December as authorised	£844.60
Net	£7301.62
Income received since 9/12/20	£0.00
	£7301.62

Less:

Payments made by Bacs in period Dec 20 to date

As Authorised by M England and M Allison TOP Garden Services Invoice no.24	£78.00
Net position as at 3 rd March 2021	£7223.62
Less Payments to be authorised and paid:	
C Turner	£282.00
HMRC re PAYE to 31/3/21	£ 65.60
DPO Sub ICO	£ 40.00
Subtotal	£387.00
Net total	£6836.02

Financial Position March 2021

NEXT MEETING 26th May 2021 provisionally.