

STANSTED PARISH COUNCIL**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 1 JUNE 2020 AT 8.00 PM
ONLINE BY ZOOM DUE TO COVID19 RESTRICTIONS**

PRESENT:	Cllr Harry Bott	Chairman
	Cllr Mrs Polly Falconer	Vice-chairman
	Cllr Daren Sefer	
	Cllr Kevin Sparkes	
	Cllr Mrs Yvonne Tisson	
	Mrs Melita Gandolfo	Clerk
In attendance	Cllr Harry Rayner	Kent County Council

Item	<i>Action point</i>
Minute no 2020/21	

1 APOLOGIES FOR ABSENCE

29 There were no apologies for absence.

2 DECLARATIONS OF INTEREST

30 There were no declarations of interest.

3 MINUTES OF THE MEETING HELD ON 4 MAY 2020

31 It was proposed by Cllr Bott, seconded by Cllr Mrs Falconer and agreed that the minutes of the meeting held on 4 May 2020 were a true record and would be signed when Covid19 restrictions were lifted.

4 MATTERS ARISING FROM THE MINUTES NOT OTHERWISE ON THE AGENDA

32 No matters were raised.

SUSPENSION OF MEETING FOR COUNTY AND BOROUGH COUNCILLORS' REPORTS

Cllr Rayner reported that £8.3 million was to be made available to KCC for Highways-related projects. Examples of suitable projects would be "deliverable schemes" to improve cycle lanes and pedestrian travel. Discussion with Cllr Rayner followed, and Cllr Falconer said that the area around the Vigo former pub crossroads would benefit from improvements to help walkers and cyclists turning onto and crossing the road. Cllrs Falconer and Tisson had produced a comprehensive Parish Traffic Strategy and it was thought that advice of a qualified Highways Engineer / Traffic Consultant could be sought, to produce a survey that could be submitted to Highways together with the Parish Traffic Strategy. Cllr Falconer agreed to speak to Andy Yallop to ask for contacts for a Traffic Consultant.

Cllr Rayner said that the Household Waste and Recycling Centres had re-opened and were operating with a booking system that was working well.

5 PLANNING**a Applications**

- 33 **i TM/ 20/00960/FL:** Amber Prospect, Hatham Green Lane, Stansted TN15 7PL

Replacement of existing rear conservatory with new orangery extension
No objections were raised.

- 34 **ii TM/20/01086/FL |:** Anchor and Hope, South Ash Road, Ash, Sevenoaks, Kent
TN15 7ER

Demolition of existing public house and outbuilding and erection of 3 No. 4-bed detach with associated material change of use of land from public house to residential plus use of existing vehicular access on to South Ash Road

This application was a late addition to the Agenda as it had only just appeared on the TMBC Planning site. It was agreed that Councillors would look at the application and visit the site if possible, and that the application would be discussed at an extra Zoom meeting on 9th June.

b Decisions

- 35 No decisions were reported.

c Other Planning issues

- 36 No other issues were raised.

6 FINANCE**a Bank Balances and payments to be made / ratified**

- 37 The bank balances as listed on the Agenda were noted.

- 38 It was proposed by Cllr Bott and seconded by Cllr Falconer that the payments listed on the Agenda be made / ratified and that the Clerk would make these payments online as cheques could not be signed at the Zoom meeting.

It was noted that an automated direct debit PWLB loan repayment had been made on 6th May.

b Accounts 2019-2020

- 39 The Accounts for the year to 31st March 2020 had been circulated prior to the meeting. It was proposed by Cllr Bott and seconded by Cllr Falconer and agreed the accounts be adopted and signed by the Chairman and Responsible Financial Officer.

c Internal Auditor's report

- 40 The Internal Auditor's report was received. It was noted that no problems had been identified, however that the Auditor recommended that online payments should be used in preference to cheques.

d External Audit Annual Return Governance Statement 2019-2020

41 The External Audit Annual Return Governance Statement was read out and the items agreed by the Council. It was proposed by Cllr Bott, seconded by Cllr Falconer, and agreed it be signed by the Chairman and Clerk.

e External Audit Statement of Accounts 2019-2020

42 It was proposed by Cllr Bott, seconded by Cllr Falconer and agreed the External Audit Annual Return Statement of Accounts for the year to 31st March 2020 be agreed and signed by the Chairman and Responsible Financial Officer.

f Review and approval of Financial Regulations

43 Draft Financial Regulations had been circulated to all Councillors prior to the meeting. It was agreed that some points needed more detail or amendment, particularly the issue of online payments as advised by the Internal Auditor, and that the Clerk would revisit these with Cllr Bott and Cllr Falconer with a view to having the Regulations approved at the next meeting.

g Investment Strategy

44 It was noted that Stansted Parish Council must have an Investment Strategy due to the amount of money held. It was agreed that the Clerk would draft a Strategy based on the Model Investment Strategy provided by KALC.

7 ANY OTHER BUSINESS

45 The Chairman had received a suggestion from parishioner Jo Moore that the phone box could be used as a “swap shop” for books, dvds, etc. It was agreed that this could be a good idea but would require a volunteer to organise, and it was suggested that Councillors could look at the phone box in Hartley which had been put to this use.

KCC Cllr Harry Rayner left the meeting.

CONFIDENTIAL SESSION

46 As no members of the press or public were present, the resolution to exclude these groups was not necessary.

PUBLIC SESSION

No members of the public were present, no issues raised.

SignedChairman

On theday of