

# DENTON with WOOTTON PARISH COUNCIL

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**Remote meeting held on: 27<sup>th</sup> May 2020, 7pm**

Chairman - Cllr Allyn Thomas

Vice Chairman – Graham Bevan

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**In Attendance:** Cllrs Allyn Thomas (Chairman), Cllr Graham Bevan (Vice Chairman),  
Cllr Bob Akehurst, Cllr Penelope James, Cllr Terry Hodges.

Clerk – Cathy Skinner

**Apologies:** DDC Cllr David Beaney

## MINUTES

### **20.21 CHAIRMAN'S OPENING REMARKS AND APOLOGIES FOR ABSENCE**

Cllr Thomas welcomed everyone to the meeting.

DDC Cllr Beaney sent his apologies.

### **20.22 COUNCIL**

**20.22.1 Declaration of any councillor's interest in agenda items other than those registered at previous meetings.**

None reported.

**20.22.2 Declaration of Disclosable Pecuniary Interests and Other Significant Interests and Voluntary Announcements of Other Interests, and a reminder to think of any changes to the DPI Register held at DDC, such as a change of job or home be used for grant giving as he/she may need this allowance to carry out his/her duties.**

Councillors James and Hodges gave notification of their roles in the Community Interest Company (CIC) – Wootton Own Fast Fibre CIC - which has been set up to deliver the broadband project in the Wootton/Shelvin.

**NOTED**

**20.22.3 Voluntary Declaration of other non-significant interests**

None reported.

## 20.22 TO APPROVE THE MINUTES OF THE MEETING HELD ON 21<sup>st</sup> April 2020

The minutes of the last meeting held on 21<sup>st</sup> April 2020 were approved as a true and accurate record. **Proposed by Cllr Hodges, seconded by Cllr Bevan. AGREED**

**Note from the Actions:** Cllr Thomas has followed up Lydden Circuit planning issues with Cllr Beaney – awaiting response.

## 20.23 TO RECEIVE DISTRICT COUNCILLORS' REPORTS

**To Note:** KCC Cllr Geoff Lymer's Annual Report has been previously circulated.

## 20.24 FINANCE

### 1. Approval of Payments due.

Clerk Salary £303.98 for May 2020

Cllr Thomas proposed an allowance of £280 (£23.33 per month) be paid to the Clerk annually in respect of office costs. Proposed by Cllr Thomas, seconded by Cllr Akehurst. **AGREED**

### 2. Finance Report/Bank Reconciliation

It was proposed to approve the bank reconciliation by Cllr James, seconded by Cllr Thomas **AGREED**

### 3. To Review and Approve the 2019/2020 Parish Council Accounts

Cllr James (Finance Lead) has reviewed the accounts and made the following observations:

- Spend is £3160.92 over budget and precept – this is attributable to staff salaries in the previous financial year. Staff costs accounted for almost 50% of the precept, an acceptable level going forwards would be 33%.
- Funds resulting from closure of a bank account have been accounted as income, to be corrected as this would take the total expenditure over the £25,000 limit for AGAR audit exemption. **Action: Clerk will amend the accounts.**
- Budget: this needs to be re-stated bringing it in line with anticipated expenditure – to be actioned by Cllr James with the Clerk.  
**Proposal to re-state the existing budget by Cllr Thomas, seconded Cllr Akehurst. AGREED.**

- Cllr James reported that a new financial reporting spreadsheet has been created which should be more user friendly. To be approved formally at the next meeting with the first financial quarter reported.
- Fixed Asset Register: this needs to be checked as values of some items do not look right, for example the War Memorial has the same cost value as the bus stop. Cllr James and Clerk to action.

#### **20.25 DATES OF NEXT MEETING OF THE PARISH COUNCIL**

A finance meeting to approve the amended accounts will be held in June – date tbc

#### **20.26 CLOSURE OF THE MEETING**

There being no further business, the meeting closed at 1945hrs

DRAFT