

BENWICK PARISH COUNCIL

Minutes of an online Meeting of the Benwick Parish Council on Monday 4th May 2020 by teleconference

Present	Cllrs M Chapman (Chair); L Keppel-Spoor; R Emmitt; R Few; R Smith; B Taylor; A Cade; A Miscandlon (FDC); B Wicks (FDC); J Richardson (Clerk) and no members of the public		
001/20-21	Apologies for Absence Cllr R Few		
002/20-21	Declarations of Interest Councillors to declare any interests in respect of any item to be discussed at this meeting:- None declared		
003/20-21	PUBLIC TIME Nothing raised		
004/20-21	Confirmation of Minutes It was Proposed by Cllr Chapman, and AGREED to sign and approve the Minutes of the Meetings held on 14 th April 2020		Agreed
005/20-21	Membership Fees 2020/21 a) It was Proposed by Cllr Chapman, and AGREED to renew the membership of CAPALC (including DPO) at £428.38		Agreed
	b) It was Proposed by Cllr Chapman, and AGREED to renew the membership of SLCC at £109.00		Agreed
006/20-21	Parish Council Insurance It was Proposed by Cllr Chapman, and AGREED to renew the Parish Council Insurance for 2020/21 in line with the Pre-Renewal Invitation at a cost of £742.89		Agreed
007/20-21	Income & Expenditure a) It was Proposed by Cllr Chapman, and AGREED, that members considered and approved the following accounts for payment		Agreed
	Tivoli	Cemetery Maintenance	£133.31
	CGM Landscapes	Verge Cutting	£88.96
	J Richardson	Admin – 26/04/2020	£370.26
	EON	Street Light Electricity	£201.08
	Electrical Testing	Street Lighting replacement columns	£2059.20
	CAPALC	Membership Fee	£428.38
	Came & Company	Annual Insurance	£742.89
	SLCC	Membership Fee	£109.00
		TOTALS	£4133.08
	b) Clerks report on the April Bank Balances and reconciliation statement is at Appendix 1		
008/20-21	Audit 2019/20 a) It was Proposed by Cllr Chapman, and AGREED, to the exemption from a limited assurance review due to gross income and gross expenditure both being less than £25K		Agreed
	b) It was Proposed by Cllr Chapman, and AGREED, to sign the Annual Governance Statement for 2019/20		Agreed
	c) It was Proposed by Cllr Chapman, and AGREED, to sign the Annual Accounting Statements for 2019/20		Agreed
	d) It was Proposed by Cllr Chapman, and AGREED, to sign the Balance Sheet and Supporting Notes for 2019/20		Agreed
	e) It was Proposed by Cllr Chapman, and AGREED to authorise the Internal Audit for 2019/20. Clerk to arrange		Agreed Clerk
009/20-21	Planning/Development Application a) F/YR20/0304/F Erect a single-storey rear extension and porch canopy to front (including internal alterations and replacement windows) to existing dwelling involving the demolition of existing rear extension 30 Doddington Road Benwick March Cambridgeshire PE15 0UT. It was Proposed by Cllr Chapman, and		Agreed

010/20-21	<p>AGREED, that no observations were made. Clerk to inform</p> <p>Street Lighting</p> <p>a) Clerk is awaiting reply from Electrical Testing to move forward on FDC CAT2 replacement contribution and UMS Certificate.</p> <p>It was Proposed by Cllr Chapman, and AGREED, that Clerk requests a quote for the replacement of all remaining street lights to be upgraded to LED.</p> <p>b) It was Proposed by Cllr Chapman, and AGREED, that the street lighting offer by FDC be accepted with a request that they look favourably upon giving Benwick the £1000 for 2020/21 as time to replace lights with LED's was eaten into by the ongoing discussions. Clerk to inform FDC</p>	Clerk
011/20-21	<p>Bus Service Review</p> <p>It was Proposed by Cllr Chapman, and AGREED, that Benwick Parish Council agree with the report on the Combined Authority Bus Service Review. Clerk to complete survey</p>	Clerk
012/20-21	<p>Dog Public Space Protection Order</p> <p>It was Proposed by Cllr Chapman, and AGREED, that Benwick Parish Council support the extension of the Dog Public Space Protection Order. Clerk to inform</p>	Agreed
013/20-21	<p>County & District Councillors Reports</p> <p>Cllr Miscandlon reported that unfortunately two members of the grant funding panels have passed away recently. The Covid-19 programme is in place at FDC and lots of work being done, thanks to the volunteers. FDC is to start holding meetings on line.</p> <p>Cllr Wicks reported that the Internal Drainage Boards are to start holding their meetings online.</p>	Clerk
014/20-21	<p>Correspondence</p> <p>a) Rural Services Network, bulletin (emailed 15/04/20, 22/04/20, 27/04/20, 29/04/20)</p> <p>b) FDC Press releases (emailed 09/04/20, 17/04/20, 22/04/20, 29/04/20)</p> <p>c) Highways Micro Asphalt Program 2020 (emailed 08/04/20)</p> <p>d) Parish & Town Council Coronavirus Updates (emailed 08/04/20, 09/04/20, 14/04/20, 17/04/20, 20/04/20, 22/04/20, 24/04/20, 29/04/20)</p> <p>e) Highways Roadworks & events bulletin 16th - 30th April 2020 (emailed 14/04/20)</p> <p>f) NALC Chief Exec Bulletin (emailed 14/04/20, 29/04/20)</p> <p>g) FDC Community Updates 28th April 2020 (emailed 29/04/20)</p>	Agreed
015/20-21	<p>Agenda Items/Next Meeting</p> <p>The date of the next Parish Council Meeting will be Monday 1st June 2020. Items to be included on Agenda should be with the Clerk by Monday 25th May 2020</p>	Clerk
Meeting Closed at:- 20.05		

Bank Reconciliation		Financial Year ending 31 March 2021	
Benwick Parish Council			
Prepared by Jacquie Richardson (Clerk & RFO)			
Date	30/04/2020		
Approved by		Chair	
Date	04/05/2020		
Balance per bank statements as at		30/04/2020	
		£	£
Current Account		36,077.90	
NS&I		21,294.18	
			57,372.08
Less: Unpresented Cheques			
Cheque Number			
		450.60	
			450.60
Add: Any unbanked cash in transit		85.00	
			85.00
Net bank balances as at		57,006.48	
The net balances reconcile to the Cash Book, as follows:-			
Opening Balance		54,031.03	
Add: Receipts to date		6,511.00	
Less: Payments to date		3,535.55	
Closing Balance		57,006.48	

Earmarked Reserves:

Parish Plan	£532.89
Verge Planting	£67.13
Cemetery Extension	£7,494.17
Street Lighting	£9,466.62
The Pound	£2,000.00
War Memorial	£2,000.00
Mooring	£3,133.66
Allotments	£1,191.35
General Reserve	£31,120.66

E M TOTAL £25,885.82