

MINUTES FROM THE VIRTUAL COUNCIL MEETING ON THURSDAY 2.7.20

HOPTON AND COTON PARISH COUNCIL

AT 7.30 p.m.

Present: Cllr Gilbert (Chair), Cllr Brown-Bullivant (Vice chair), Cllr Brindley, Cllr Rogers, Cllr Turner and Cllr Wood plus John Blount, Neighbourhood Plan Consultant.

Public participation: Two members of the public were present

- 20/87** **To receive apologies:** apologies were received from Cllr Wilkinson and Borough Councillor Cllr Beatty
- 20/88** **To receive Declarations of Interest:** there were no Declarations of Interest
- 20/89** **To receive requests for Dispensations under the Localism Act 2011:** No requests for Dispensations were received
- 20/90** **To consider and agree the minutes of the extraordinary meeting on 1.5.20:** It was RESOLVED to accept the minutes. PROPOSED by Cllr Brown-Bullivant. SECONDED by Cllr Rogers
- 20/91** **To consider co-opting a local resident:** Cllr Turner was co-opted unanimously
- 20/92** **To consider an update by a Borough Councillor:** Although Cllr Beatty was not present, she had sent a message to say that Stafford Borough Council was busy thinking about how to relaunch the economy in Stafford
- 20/93** **To consider an update by the County Councillor:** no County Councillor was present

- 20/94** **To consider the Internal Auditor's report:** There was not a problem with the Governance Statement or with the Accounting Statements BUT he asked many questions about the status of the village hall and whether the village hall is going to be totally separate from the parish council (which it should be) The Clerk told him that the village hall became a charity on March 13th to which he replied and put in his report that the parish council must ensure total separation within the year. This means the parish council offering the village hall a lease etc. The Clerk explained that this has been difficult up to now because no-one had come forward to be an independent village hall trustee, so, therefore, there are not enough independent trustees to negotiate a lease on behalf of the village hall or to discuss any monies that the parish council might like to offer the village hall management committee. This situation has now been resolved because the village hall committee has recently gained three independent trustees and the parish council has gained a new councillor who is NOT on the village hall committee.
- 20/95** **To approve the Annual Governance Statement:** it was RESOLVED to approve the Annual Governance Statement. PROPOSED by Cllr Brown-Bullivant. SECONDED by Cllr Gilbert
- 20/96** **To approve the Annual Accounting Statements:** It was RESOLVED to approve the Annual Accounting Statements. PROPOSED by Cllr Gilbert. SECONDED by Cllr Brown-Bullivant
- 20/97** **To consider which option to choose should there be a problem with the AGAR (Annual Governance and Accounting Return).** The choices were:
1. Pay £40 to have the AGAR back so that it can be altered
 2. Agree to receive a "qualification" (fail)
- The council chose number one above.
- 20/98** **To consider a date on which the AGAR will be officially signed by the Chairman (including the cheques and transfer of monies):** a date was duly chosen

- 20/99** **To consider approving that month's payments:** it was decided that this item should be confidential and so it was moved to the end of the meeting
- 20/100** **To consider what to do with the surplus funds at the end of 2019/20 (£5,500):** it was decided that this sum of money should join the earmarked reserve of £4,000 for a new village hall. The Clerk asked if £120 could be kept back to pay for "Access" to be installed on the parish council computer to facilitate the analysis of the Local Needs Surveys and this was agreed, meaning that the sum of £5,380 will be placed in the Business Reserve Account
- 20/101** **To consider all of the material that the Neighbourhood Plan Consultant has sent to Councillors recently including the questionnaire for residents, that he has compiled, and his request for leaflets to be delivered:** Changes to the questionnaire were discussed. It was decided that the council should send out a parish council newsletter with the questionnaires. It was discussed which Councillor should contribute which article and a deadline date for submission of the articles to the Clerk was chosen. The fact that it had recently been discovered that the Stafford Settlement Boundary crosses the parish boundary, was discussed. It was decided to include a map showing the two boundaries (the Stafford Settlement Boundary and the Hopton and Coton Parish Boundary) in the newsletter.
- 20/102** **To consider ordering some "Don't Knock" stickers for the use of Hopton residents:** It was decided not to order the stickers
- 20/103** **To receive an update from the chairman of the village hall:** the update was noted
- 20/104** **To note Financial Statement 45:** the statement was noted. It included all of this month's payments
- 20/105** **To consider planning application 20/32463/HOU** which refers to Jubilee Cottage. The Clerk reminded Councillors what the application was for: an enclosed porch and a one-storey rear

extension. This was discussed at length and there was a decision that the council will not oppose the application as long as all planning regulations are adhered to.

20/106 To consider how to respond to the issue of speeding along Wilmore Hill Lane, as reported by a local resident: The Clerk is to contact Highways to suggest that they install speed bumps, and, at the same time, ask if they would consider reducing the speed limit.

20/107 To consider if anyone wants to go on a virtual training session offered by the SPCA: Cllr Turner chose a course to go on.

20/108 To note the correspondence which has come in:

From whom?	Content?	Response?
Local resident	A damaged stile	The Clerk to research who to report this to
Local resident	Two gullies that still flood even though they were flushed out recently	The Clerk to report this to Highways and to ask them to inspect the pipework
Local resident	What is the progress with our local “eco warrior”?	At the time of the meeting no notice had been served on the resident but a Stage 1 Social Protection Order has now been served

20/109 To set a date for the next ordinary council meeting: Wed. 5.8.20

The meeting finished at 8.30 p.m.