BURSTON AND SHIMPLING PARISH COUNCIL

MINUTES OF THE VIRTUAL PARISH COUNCIL MEETING

Tuesday 20th April 2021, 7.00pm

Conducted via Zoom due to social isolating rules

Present:

Nigel Frankland Chair

Alison Wakeham Vice-Chair/Responsible Finance Officer

Angela Belgrove Keith Cowley John Mallows Christine Stevens Mike Warwick

Ann Baker Clerk to the Council

Members of the public: Dist. Cllr. Easter, 1 resident

- 117. Apologies for Absence Co. Cllr. B. Spratt
- 118. Declarations of Interest regarding agenda items none
- 119. Finance -

119.1. - Approval of payments and receipts report as distributed at the meeting: Schedule of Payments:

BACs/Cheques	Payments to:	Payments for March/April '21	
T3	Transfer to Asset a/c	Nat. Lottery grant for path/woodland proj.	
P 56	A.Wakeham	Web hosting & domain	
P57	HMRC	Clerk's PAYE 4 th quarter	
P 58	A.Baker	Clerk's salary – March	
P 59	H. Drake	Caretaker's invoice - March	
P 60	A.Wakeham	Web hosting VAT	
	Financial Year 2021/22		
P 61	NALC	Annual subscription	
P 62	Community Heartbeat Trust	Defib, cabinet, kit, seminar	
P 63	H. Drake	Caretaker's invoice - April	
P 64	A.Baker	Clerk's salary - April	
Receipts	Receipt from:		
R 11	Saffron Housing Trust	Grant for path/woodland project	

Payments: It was resolved to approve the payments and receipt schedule, proposed Cllr. A. Belgrove, seconded Cllr. C. Stevens, all agreed verbally and visually

119.2 - Approval of statement of accounts report as distributed at the meeting: the monthly statement for March; Currently both accounts are looking healthy due to several grants received.

These had been circulated it was resolved to approve these, proposed

Cllr. K. Cowley, seconded Cllr. A. Belgrove, all approved visually and verbally.

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- 119.3 Approval of the Bank reconciliation for the final quarter of the Financial Year 2020 -21, the paper had been circulated earlier. It was proposed to approve, proposed Cllr. M. Warwick, seconded Cllr. C. Stevens, all approved visually and verbally
- 119.4 Approval of Section 1 of The Annual Governance and Accountability Return (AGAR) the Annual Governance Statement. The statement sheet had been circulated earlier indicating that there was a sound system of internal controls, the Chair completed and signed the document, it was resolved to approve the Statement, proposed Cllr. A. Wakeham, seconded Cllr. J. Mallows, approved verbally and visually by all members
- **120.** Date of the Next Meeting and items for the inclusion on the agenda (not for discussion) the Parish Council Meeting on Tues. 4th May 2021, at 7.30pm

Agenda items: Election of the Chair and Vice Chair, review of policies, the Welcome Pack - needs the defibrillators adding + additional updates. Any suggestions to be sent to the Chair to be forwarded to Ruth Cowley

The Chair thanked everyone for their contributions and attendance.

The meeting closed at 7. 23pm

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