

Nunburnholme with Kilnwick Percy Parish Council

This is a monthly update of the Parish Council in lieu of the meeting which was scheduled to be held on 7th May 2020.

This report has been prepared by the clerk on the 6th May and has been circulated to all Councillors.

1. Covid-19 Updates

Devolution of Powers to Clerk

A notice has been posted on the noticeboards informing residents of the devolution of powers to the clerk in conjunction with Chair under the Local Government Act 1972, section 101. This process was done via email by the Cllrs and following advice from ERNLLCA. This emergency power allows the clerk to make payments and decisions in the absence of a meeting.

Deferred Annual Parish Meeting and Annual Parish Council Meeting.

Regulations in force from 4th April 2020 remove the requirement for Town and Parish Councils to hold an AGM in March /April /May 2020. The regulations also provide that where any appointment would be made at an annual meeting of the council, such a meeting continues until the next annual meeting of the authority or until the authority determine. Therefore, appointments of chairs, mayors etc will continue until the Council next meets either in person or remotely. The PC can still hold an AGM but are not required to do this in April or May of this year.

The regulations apply only up until the 7th May 2021 so at that point the legal position reverts to as it is now and the PC will have to hold the 2021 annual meeting (if the PC have not already held it) in May 2021.

Referral for Vulnerable Persons

The clerk has received information from Humberside Police regarding referral forms for communities who identify vulnerable persons who may need assistance. If anyone knows of any resident who would qualify for this, then the clerk should be contacted, and the referral request can be made. The clerk will need the residents name, address, telephone number, vulnerability and who the referral is being made by.

2. Signing of Minutes from 11th March 2020

These were signed by the clerk as a true and accurate record.

3. Matters Arising and Outstanding Actions

Littering in the layby near the Golf Club

There has been no update. ACTION: Keep as a rolling agenda item.

Accounts

The addition of signatories is currently on hold due to the pandemic. ACTION: Keep on as a rolling agenda item.

Website

The clerk has chased the progress of this with ERYC but has not had a further update ACTION: Keep on as a rolling agenda item.

Flooding at Fishpond Hill

There have been no further updates on this issue. ACTION: Keep this as a rolling agenda item.

Disciplinary Policy

The clerk has asked ERNLLCA if there are any briefing sessions on this but has not had a response to-date. ACTION: Clerk to chase this for an update.

Various HR policies

The clerk has published these all on the website and has kept an electronic version of each.

Town and Parish Council Charter consultation

Cllr Phillips has completed this and there has been no further information about the final charter.

4. Accounts

The bank statement and reconciliation will need to be signed at the next meeting.

The clerk confirmed that she has received a remittance stating that ERYC have issued a refund of £12.61 for the Street Lights Service Level Agreement.

The clerk has received remittance from ERYC stating that they have paid the precept of £3350.

The schedule of payments was sent to all Cllrs on the 6th May and will need signing at the next meeting.

BACS payments were made for the following:

Samantha O'Connor - £21.54, cheque no. 000746 (website domain renewal)

Samantha O'Connor - £10.57, cheque no. 000747 (stamps)

ERNLLCA - £262.18, cheque no. 000748 (membership fees)

ICO - £40, cheque no. 000749 (data protection fees renewal)

GeekPoint - £25, cheque no. 0000750 (website updates)

Samantha O'Connor - £140.98, cheque no. 000751 (ink cartridges and envelopes)

Samantha O'Connor - £155.94, cheque no. 000752 (website hosting renewal)

HMRC - £9, cheque no. 000753 (clerks' PAYE contributions)

Samantha O'Connor – cheque no. 754 (clerks' salary)

Samantha O'Connor – £6.75, cheque no. 755 (clerks' expenses)

5. Planning applications:

20/00808/PLF Erection of a single storey extension to rear following demolition of existing,

installation of roof light to rear and repositioning of septic tank. Location: 2 Church View Cottages, Church Lane, Nunburnholme, YO42 1QT.

The deadline was the 16th April and only one Cllr responded to the application. No decision was submitted to ERYC in respect of this.

6. Annual Return

PKF Littlejohns have sent communication regarding the new legislation in response to Covid-19.

In response to the Coronavirus pandemic the Ministry for Housing, Communities and Local Government (MHCLG) has issued two new Statutory Instruments (SI) as follows:

- SI 2020/392 The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 This SI will give most local authorities greater flexibility in the conduct of meetings, including allowing members to attend remotely, and for public and press access to those meetings. Please note, however, this new legislation does not cover parish meetings so as it stands parish meetings are still required to hold physical meetings. This SI was issued on 2 April and is effective from 4 April 2020. There are no changes in the requirements for wet signatures on the AGAR. These will need to be added in the same order as previous years and the AGAR will need to be passed between the relevant individuals for signature.
- SI 2020/404 The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 This SI amends the deadline by which the Annual Governance Statement and Statement of Accounts of the Annual Governance and Accountability Return (AGAR) together with any certificate or opinion issued by the local auditor must be published from 30 September 2020 to 30 November 2020. Previously there was a requirement for all smaller authorities to have a common period for the exercise of public rights, being the first 10 working days of July. Under the new regulations there is no requirement for a common period for the exercise of public rights. Smaller authorities are still required to set a period for this purpose, but the only requirement is that the 30-working day period for the exercise of public rights should start on or before the first working day of September, i.e. on or before 1 September 2020. This SI was issued on 7 April and is effective from 30 April 2020.

7. Community tree planting fund

ERYC have opened a grant fund for tree planting projects to promote wildlife. If anyone would like to suggest ideas how this can be utilised in the Parish, please contact the clerk at nunburnholmewithkilnwickpercy@outlook.com

8. Protecting local pollinators

The clerk has had an email from a resident about the management of the local roadside verges and amenity spaces and the importance of maintaining essential wildflower habitats to protect insect pollinators. This has been circulated to all Cllrs. ACTION: Agenda this item for discussion at the next meeting in person.

9. End of year reports

The clerk and chair have produced their reports for 2019/20 and are published alongside this meeting update.

10. Correspondence

None

11. Community Issues

None.

12. Date of next meeting – The next scheduled meeting is July the 2nd. At this time, it cannot be confirmed if this will be going ahead remotely or in person. An update will be provided by the clerk if the PC are unable to meet and the meeting may be held remotely following guidance from ERNLLCA.