**DRAFT**

**MINUTES OF MARLDON PARISH COUNCIL**

**EXTRAORDINARY MEETING**

**Venue: St John The Baptist Church, Marldon**

**MONDAY 21st JUNE 2021 @7.15pm**

**PRESENT:** Cllr. Page, Cllr. Ward, Cllr. Thorp, Cllr. Sharland,

Cllr. Camden-Ward, Cllr. Pennington, Cllr. Oliphant, County Cllr. Hawkins.

The Parish Clerk/RFO – Susie Watt

4 members of the public attended.

Before the Meeting started Cllr. Page paid tribute to former Cllr. Palk who had sadly passed away. Cllr. Palk was a fair, honest, hard working gentleman who gave of his time freely to the Parish. He will be greatly missed.

There were no questions from the Public.

**1. 6.21**  **APOLOGIES:** Cllr. Clarke, Cllr. Hart.

**2. 6.21** **DECLARATIONS OF INTEREST:** Cllr. A Ward. Cllr.L Camden-Ward/ITEM 7

**3. 6.21.21 APPROVAL OF MINUTES:** The Minutes of the 4th May 2021 were agreed and approved unanimously and duly signed by the Chairman.

**4. 6.21: APPROVAL OF THE ANNUAL ACCOUNTS & GOVERNANCE STATEMENT:** The Annual Accounts were approved unanimously by all Councillors having received the accounts for consideration before the meeting. The AGAR – was unanimously approved having been signed by the Responsible Financial Officer, then the Annual Governance Statement for 2020/21 was duly signed by the Chairman and the Clerk in the presence of the Council. The Monthly Finances sheet was also duly approved and signed by the Chairman.

**MARLDON PARISH COUNCIL FINANCIAL STATEMENTS FROM 05/05/2021 to 21/06/2021**

Note: Clerk’s salary is paid via standing order operational from 27th April 2020 in the sum of £608.80 which includes monthly salary of £586.80 + £12.00 Office Allowance + £10 Phone Allowance. Sundries including stationery/printing etc., are paid by cheque retrospectively on the production of the relevant receipts. Clerk’s salary increase from 1st April 2021 – Amount per month is now £592.67 + £12.00 Office Allowance + £15.00 Phone Allowance.

**Bank Account Balances as at 28th May 2021**

Bank of Ireland Main Account: £23,525.35

Bank of Ireland P3/MEG Account: £1,566.38

Bank of Ireland Marldon Fundraising Account: £46,920.34

NS & I Reserve Account (June 2020) £12,176.52

Marldon Parish Council total balance as at 28th May 2021: **£84,188.59**

**EXPENDITURE: May/June 2021**

**MAIN**

04.06.21 Chq.No: 996 South West Water Allots £41.32 / Jubilee £5.66 £46.98

04.06/21 Chq No. 997 Opus Energy (Electric – Jubilee) £28.13

04.06/21 Chq No. 998 Kneebone Tree Care – Jubilee Meadow £420.00

04.06/21 Chq No. 999 Visionict Annual Maintenance (Website/internet) £150.00

04/06/21 Chq. No. 1000 Village Ranger Final Salary £41.87

04/06/21 Chq No. 1001 - Storage x 2/Zoom x 2/Jotform x 2/ Inks x 2 / Signage £140.76

04/06/21 Chq. No.1002 - The Clerk – Pay increase amendment April, May,June £10.87x 3

 £32.61

25.05.21 Clerk’s Salary – SO (Standing Order) see above\* £608.80

**5. 6.21: NEW COUNCILLOR VOTE:** There were two candidates for one seat vacated by Cllr. Palk. Virtual Interviews had been held and personal statements had been received from both Candidates. A sealed vote took place. The Clerk and The Chairman opened and then counted the votes. There was a clear selection 7 to 2 in favour of one Candidate. Isla Taylor was duly selected as a Councillor to Marldon Parish Council. The Clerk will ensure the official and legal paperwork is completed to enable Mrs Taylor to take her seat on the Parish Council.

**6.6.21: PERSONNEL COMMITTEE DELEGATED AUTHORITY APPROVAL:** The delegated policy and Terms of Reference for the Personnel Committee had been circulated to all Councillors prior to the meeting. It was unanimously agreed to adopt the Delegated Authority with no amendments. Cllrs. Page and Oliphant duly signed the Terms of Reference/Delegated Authority.

**7.6.21: PLANNING –**

Ref: 1711/21/FUL – West Lane – REFUSAL– comments to include, road infrastructure unsatisfactory, drainage and waste water problems. Clerk to investigate Devon Hedge.

Ref: 1304/21/ARM – Kiln Road – REFUSAL **–** road access inappropriate especially for emergency vehicles.

**8 6.21: Date of Next Meeting:** The Chairman and The Clerk explained that a new directive had been issue by NALC and DALC to try and reduce the number of Face to Face meetings held by local councils to ensure we reduce any risk of infection to Councillors and attending members of the Public. It was, therefore, agreed that the next Face to Face meeting would be held in September 2021 depending on guidance from NALC and any Government legislation. In the interim the Emergency Plan would run along with Working Party meetings in which the Council can discuss matters but are unable to make any decisions. Members of the Public may attend and may submit questions prior to the meeting. Details will be put on the Website, Facebook Page and Notice Board. **Working Party Meeting for JULY is Monday 26th July 2021 at 7pm by video link**.

Meeting Closed at 19:55hrs

Signed.................................................................................Date: TBC

The Chairman, Cllr. G Page