

MINUTES OF THE ANNUAL MEETING OF QUERNMORE PARISH COUNCIL HELD ON THE 11th May 2020

This meeting was held under 'Lockdown' via ZOOM

PRESENT: Councillors JG Kelsall (Chair), D Whitaker, JT Fox, Mrs J Alexander, B Carter and JE Pye.

20/114 APOLOGIES FOR ABSENCE:

Councillors J Townley and A Johnson, District Councillors Mrs J Pritchard and Mrs J Jackson and County Councillor Mrs S Charles sent their apologies.

20/115 ELECTION OF OFFICERS

The following were elected to hold office

- a) Chair - Cllr JG Kelsall
- b) Vice-Chair - Cllr J Townley
- c) Representatives to LAPTC - the Chair and Vice-Chair
- d) Responsible Financial Officer - the Clerk.
- e) DPO – the Clerk

20/116 OPEN SESSION

No members of the public attended.

20/117 MINUTES

The minutes of the previous meeting held on 28th January 2020 were confirmed and signed as a correct record.

20/118 MATTERS ARISING

20/119 POLICE & COMMUNITY TOGETHER

No report

20/120 AUDIT 2020

The Audit this year is being conducted by **PKF Littlejohn**.

The Parish Council resolved to certify themselves exempt from their review and will complete the paperwork and publish it on the Parish Council website before 1st July 2019.

20/121 RISK ASSESSMENT

It was agreed that as part of the Annual Audit we minute that all risks to the Council have been considered and adequately insured against.

20/122 ANNUAL GOVERNANCE STATEMENT

The Annual Internal Audit report was received and noted.

The Annual Governance Statement was completed, approved by the Council and duly signed.

20/123 ACCOUNTING STATEMENT

The Annual Accounts were presented by the Clerk, Approved and signed by the Chairman of the meeting.

The Audit forms were completed. The Accounting Statement was approved by the Parish Council and signed.

Full details will be published on the Parish Council website as required by the Audit Regulations.

Mr M Bonnett agreed to continue to act as Internal Auditor and has completed the report on the Audit documents.

20/124 GRANTS

Letters requesting a grant for ongoing financial help have been received from St Peter's Church, Quernmore Methodist Church and the Recreation Club.

It was resolved that a grant of £ 400 be given to the Recreation Club towards their ongoing maintenance

It was further resolved that a grant of £400 be given to St Peter's Church towards their refurbishment project and £400 to Quernmore Methodist Church for their ongoing maintenance and development.

It was proposed that the possibility for Grants from the Parish Council to other local organisations be more widely circulated next year.

20/125 FINANCIAL MATTERS

The precept (£3,300) has been received and banked.

The Balance remaining is £ 3,817.94

Authority is requested for the payment of :-

Tax on Clerk's salary	£ 200.00
Clerk's Salary (£ 1,000 less £ 80 Tax paid previously)	£ 800.00
Clerk's Office Allowance	£ 275
Clerk's Expenses	£ 20.0
LALC subscriptions	£ 102.95
Quernmore Methodist Church – use of room	£ 60.00
Quernmore Methodist Church – Grant	£ 400
St Peter's Church – Grant	£ 400
Quernmore Recreation Club – Grant	£ 400

20/126 PLANNING MATTERS - The following were reported :-

18/00643/CU Crook O'Lune Caravan Park - Change of woodland to site 20 extra caravans
Pending

19/00771/FUL Moorside Farm – Demolition and replacement Dwelling Pending

19/00772/OUT	Moorside Farm – Change of Use of Barn to Dwelling	Pending
19/01544/FUL	Old Parkside Farm – Access track etc	Refused
19/01561/FUL	Three Mile Cottage – Garage and extension	Permitted
19/01518/FUL	Burnside – Integration of Barn into the dwelling	Permitted

20/127 DISTRICT COUNCILLOR’S REPORTS

No reports

20/128 DOCUMENTS & CORRESPONDENCE RECEIVED –

None

20/129 ITEMS INTRODUCED BY MEMBERS (if any)

None

20/130 DATE OF NEXT MEETING

If the usual pattern is followed the next meeting will be held on Monday the 12th October 2020 at 7.30 pm