

Minutes of the Parish Council Meeting of Akeley Parish Council to be held on Monday 23rd August 2021 at 7.30pm at Akeley Village Hall

Helen Butcher - Clerk to the Parish Council

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

53/21 Public Open Forum (under adjournment); There were 3 members of the public in attendance, no issues were raised.

54/21 Attendance and apologies; Councillor Sherri Holland (chair), Councillor John Hockley (vice Chair), Councillor Debbie Coxall, Councillor Chris Clare, Councillor Cara George, Councillor Claire Jones, Councillor Paul Goodger & Alan Griffiths Helen Butcher (Clerk) in attendance.
No apologies

55/21 Members Interests; Non declared

56/21 Approval of Minutes; Minutes from the previous meeting on July 12th were approved & signed

57/21 Finances;

a. Annual Governance and Accountability Return

- i. The Annual Internal Audit Report was read & the recommendations received and noted.
- ii. The Council resolved to approve the Section 1, Annual Governance Statement, date & minute ref. inserted. Signed by the Chair & Clerk
- iii. The Section 2, accounting statements, the council resolved to approve as proposed by Councillor George & seconded by Councillor Goodger, then signed and dated by the Chair & Clerk, date & minute ref. inserted
- iv. The council resolved to approve the Bank Reconciliation
- v. An explanation of variances and reserves was discussed and a full report will be presented at the next meeting in September
- vi. The Asset Register 2020/21 was approved and this years register has already been checked by Councillors George & Goodger & the Clerk and will be presented at the next meeting in September

The deadline for submission to the external auditor was originally 30th June, we were granted two extensions which enables us to still submit the certificate of exemption now. There was some discussion about signatures appearing on the website and its was agreed that signatures would be withheld but the clerk would retain signed copies of all forms.

- b. The council resolved to approve all the invoices due for payment proposed by Councillor Hockley seconded by Councillor George

58/21 ENVIRONMENT;

a. Street lighting project

- i. The Chair – Councillor S. Holland had prepared a report on the LED street lighting project. This was discussed in detail. It was reported that because of the delays getting a response from the Government material costs had gone up considerably resulting in £848 extra plus VAT from original quote. The total cost is now £10539, a loan of £4759 has been secured and the excess will be taken from the reserves as the PC has been saving money in its reserves over several years to support this project. There will potentially big savings on running costs & repairs so members resolved to view it as long term investment and approve the project.
Councillor Claire Jones proposed we look into whether we can claim any money back from Community board funding – applications need to be in by 23rd Sept Councillor Jones will look into this and report back to the Council in September.
- ii. The borrowing approval received from Ministry of Housing, Communities & Local Government was approved
- iii. The revised quote from Zeta Specialist Lighting was approved and members resolved to authorise the placing of the order.
- iv. The calling down of loan from Salix was approved.

 **AKELEY PARISH COUNCIL**

b. Volunteer footpath warden

Two members of the community have come forward Philip Roper and Alan Griffiths. Alan Griffiths confirmed he has seen the Job description. Risk management was discussed as were the liability insurance cover and its limits, such as no power tools to be used.

How to report issues was discussed. All paths to be walked annually at least & issues reported Alan happy for contact details to be passed on to Phillip Roper. It was resolved that the Footpath Warden role commences from todays date 23rd August 2021

59/21 Planning; no new planning applications had been received

60/21 Date and time of next meeting; Monday 13 September 2021 at 7.30pm - Date to be confirmed

Pursuant to the 1960 Public Bodies Act (amended), the Chairman advises that the participants & proceedings of this meeting may be reported upon (filmed, recorded, photographed, blogged, tweeted or streamed) but verbal reporting may not take place whilst in session. Non-participating attendees not wishing to be subject to such media should indicate this by sitting to one side.

DRAFT