

Minutes 2021-27

(Draft Minutes awaiting approval)

Peter Tavy Parish Council

Minutes of the extraordinary meeting held on Tuesday 29th June 2021 at 7:30pm at the Chapel Meeting Room

Present: Cllr. J. Jeffery, Cllr. E. Dodd, Cllr. K. Ball, Cllr. W. Lane, & Cllr. M. Stephens.

Others Present: The Clerk.

Apologies for absence

Cllr. P. Randall.

Declarations of Interest

Church Cottages & Finance Cllr. J. Jeffery.

1: To formally approve the Annual Return that has to be published on the Parish Council Website.

The Clerk read out the whole of the Annual Governance and Accountability Return for the year 2021/21.

It was proposed by Cllr. M. Stephens and seconded by Cllr. W. Lane that these be approved and posted onto the Parish Council Website all in favour.

2: Finance.

It was stated that any risk assessments should be reviewed at the AGM for next year.

It was proposed that Cllr. M. Stephens reviews the bank statements at twice yearly intervals.

The annual Accounts and internal auditors report will be given to Cllr. W. Lane at the next full meeting of the Parish Council.

A discussion about the need for explanation of the reserves held by the Parish Council to go on to the next Agenda under finance for the July full Parish Council meeting.

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As two signatories are required to sign cheques and following the resignation of Cllr. H. White, a new signatory (no.3) to sign cheques in the case of there being only one signatory present at a meeting is required.

It was proposed that as the Clerk attends most meeting that she should become the third signatory.

Bills from the internal Auditor (Dennathorne Accountancy Services) £350.00 and emergency electrician (A.C. Worth builders) £90.58 for church cottages were approved for payment.

These were proposed by Cllr. J. Jeffery and seconded by Cllr. K. Ball all in favour.

3: Church Cottages

The next phase of electrical works needed to Church Cottages were approved. Proposed Cllr. E. Dodd and seconded by Cllr. K. Ball all in favour.

The Clerk has still to get a spare set of keys for emergency use for both cottages. This will be done as a matter of urgency.

4: Any Other Business

The Clerk will let Cllr. E. Dodd have a roll of black bin liners for use at the Playing field.

Cllr. M. Stephens will take on the routine inspections of the playing field with Cllr. K. Ball as Cllr. Ball says there are issues that need looking at there.

The Clerk is still trying to arrange a company to come and do the annual inspection of the play equipment.

Cllr. K. Ball had replaced the broken handle in the spider.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 20.00hrs

Signed..... Chairman

Dated.....2021