

Walsoken Parish Council Minutes
of the SKYPE meeting held on Tuesday 7th April 2020 at 7.00pm

COUNCILLORS PARTICIPATING

Councillors Fred Leach (Chair), John Woolley (Vice Chair), Clive Bettinson, Barry Sisson, Chris Luff, Allan Landall, Joanna Woolley, Andy Houghton and Jenny Snow (joined 7.20pm).

Item No.	Details																																																												
	Cll Leach welcomed everyone who had been able to participate in the Skype meeting.																																																												
31	<u>Declarations of Interest</u> None.																																																												
32	<u>Urgent Matters</u> None. Clerk confirmed that there were no emails from members of the public requesting to join in the meeting.																																																												
33	<u>Approval of the Minutes</u> The Minutes of the meeting held 25 th February 2020 had been circulated and were approved as a true and accurate record, proposed by Cllr Joanna Woolley, seconded Cllr Sisson, the Minutes will be signed by Cllr Fred Leach retrospectively.																																																												
34	<u>Coronavirus arrangements</u> Clerk had circulated updates from National Association of Local Councils and reminded councillors of the main points as below - <ul style="list-style-type: none"> • Meetings can be held remotely until 7th May 2021 if required. • There is no requirement to hold the annual meeting in May. • The Chair can continue in office unless the council decide to vote otherwise. • Voting can be agreed by the Council. It was decided to either a show of thumbs up or a verbal yes/no/abstain. • Public notification of meetings can be published on the Council website. • Public and press should be allowed access if required. It was agreed that the Clerk should notify on the web site that if she receives an email request from someone wishing to join then a link will be forwarded to them. • The deadline for approval of Council Accounts has been extended to 31st August 2020. Council agreed that the Clerk should contact KB to ask if he will audit the Accounts. <p>Cllr Leach confirmed that meetings should be remotely held when possible to avoid any backlog of payments.</p>																																																												
35	<u>Planning</u> a) The Planning Report – the Planning Report had been circulated to councillors, and was noted. b) 20/00265/OM – it was noted that the site had been fenced off through the paddock and the pigeon loft was laid out in sections.																																																												
36	<u>Finance</u> a) Payments – the schedule below had been circulated. Clerk had also received an invoice from Westcotec for £16.15 for April's maintenance which will be included in next month's list but the cheque issued today. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #ADD8E6;"> <th>PAYMENTS TO BE MADE</th> <th>DETAILS</th> <th>NET AMOUNT</th> <th>VAT</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>101932 Mrs A Williams</td> <td>Net salary 17th Feb to 29th Mar 2020</td> <td style="text-align: right;">£242.82</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£242.82</td> </tr> <tr> <td>101933 Mrs A Williams</td> <td>Expenses to 7th April 2020</td> <td style="text-align: right;">£30.00</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£30.00</td> </tr> <tr> <td>101934 Inland Revenue</td> <td>Income tax 17th Feb to 29th Mar 2020</td> <td style="text-align: right;">£60.60</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£60.60</td> </tr> <tr> <td>101935 Westcotec</td> <td>Maintenance March 2020</td> <td style="text-align: right;">£13.46</td> <td style="text-align: right;">£2.69</td> <td style="text-align: right;">£16.15</td> </tr> <tr> <td>101936 Petty cash</td> <td>Sundries</td> <td style="text-align: right;">£50.00</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£50.00</td> </tr> <tr> <td>101937 K Lynn Int Drainage</td> <td>Allotment rates for year to 31.3.21</td> <td style="text-align: right;">£54.28</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£54.28</td> </tr> <tr> <td>101938 Norf Ass Local Cncl</td> <td>Renewal subscription</td> <td style="text-align: right;">£269.91</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£269.91</td> </tr> <tr> <td>101939 Norfolk CC</td> <td>Allotment rent Oct 19 to Apr 20</td> <td style="text-align: right;">£780.00</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£780.00</td> </tr> <tr> <td>101940 BHIB Ltd</td> <td>Renewal insurance premium</td> <td style="text-align: right;">£441.18</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£441.18</td> </tr> <tr> <td>Direct Debit Haven Power</td> <td>Supply January 2020</td> <td style="text-align: right;">£33.09</td> <td style="text-align: right;">£1.66</td> <td style="text-align: right;">£34.75</td> </tr> <tr> <td colspan="2" style="text-align: right;">TOTAL OF PAYMENTS</td> <td style="text-align: right;">£1,975.34</td> <td style="text-align: right;">£4.35</td> <td style="text-align: right;">£1,979.69</td> </tr> </tbody> </table> b) Cllr Sisson proposed the payments be accepted, seconded by Cllr Houghton, all in agreement. Community Infrastructure Levy (CIL) – Clerk advised that £1,764 will be received on 28 th April 2020 from an	PAYMENTS TO BE MADE	DETAILS	NET AMOUNT	VAT	TOTAL	101932 Mrs A Williams	Net salary 17 th Feb to 29 th Mar 2020	£242.82	£0.00	£242.82	101933 Mrs A Williams	Expenses to 7 th April 2020	£30.00	£0.00	£30.00	101934 Inland Revenue	Income tax 17 th Feb to 29 th Mar 2020	£60.60	£0.00	£60.60	101935 Westcotec	Maintenance March 2020	£13.46	£2.69	£16.15	101936 Petty cash	Sundries	£50.00	£0.00	£50.00	101937 K Lynn Int Drainage	Allotment rates for year to 31.3.21	£54.28	£0.00	£54.28	101938 Norf Ass Local Cncl	Renewal subscription	£269.91	£0.00	£269.91	101939 Norfolk CC	Allotment rent Oct 19 to Apr 20	£780.00	£0.00	£780.00	101940 BHIB Ltd	Renewal insurance premium	£441.18	£0.00	£441.18	Direct Debit Haven Power	Supply January 2020	£33.09	£1.66	£34.75	TOTAL OF PAYMENTS		£1,975.34	£4.35	£1,979.69
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	<p>application relating to planning application 18/00222/F for the replacement of the permitted agricultural building conversion with a new dwelling. Clerk explained that the CIL is the tax levied on the uplift in land values as a result of planning permission, which came into effect on all relevant schemes approved after 15th February. Walsoken will receive 15% of all CIL payments which are calculated at £40 per square metre. The CIL must be spent within 5 years of receipt otherwise the Borough Council will take it back. Clerk will circulate examples of what the Borough Council state the CIL can be spent on. Clerk to enquire if all or any of the CIL can be spent on Personal Protection Equipment for the NHS i.e. masks, shields and aprons or on a defibrillator.</p>
37	<p><u>Urgent Business</u> Idverde – Cllr Landall reported that the grass in the churchyard has been cut twice since they started on 16th March. He has emailed AG at Idverde about the job sheets being completed as soon as the job has been completed, and AG has confirmed he will sort it out. Boots Pharmacy – it was noted that all branches are avoiding handling cash as the branch will have to close if staff become infected. Walsoken branch had offered to walk elderly customers over to the Post Office to withdraw cash if the purchase is imperative.</p>
38	<p><u>Agenda items for the next meeting</u> Defibrillator – Cllr Joanna Woolley had been trained to use a defibrillator and suggested the Council looked into this again. A discussion followed about the siting and Cllr Houghton offered to speak to a Tesco employee.</p> <p>The meeting was closed at 7.55pm.</p> <p>The next Skype meeting is on Tuesday 19th May 2020 at 7pm.</p>

.....Chair

.....2020