



AYTHORPE RODING PARISH COUNCIL

MINUTES

of the e-meeting held Monday 22nd June 2020
7.30 pm by email under the Emergency Covid-19 Regulations.

- Present Cllr J Reynolds Chairman
Cllr C Woodmore
Cllr R Lister
Cllr Mrs S Lander

Karen Weare (Parish Clerk)
- E39/20 Chairman's Welcome**
Cllr Reynolds confirmed who was in attendance.
- E40/20 Apologies for absence**
Cllr to note the "six month rule" for non-attendance is currently suspended under the Covid Act.
Cllr Mrs S Barker UDC & ECC.
- E41/20 Approval of Minutes**
Cllrs resolved to agree minutes of the previous meeting March 9th 2020 as a correct record. The Chairman will sign the minutes at a later date.
- E42/20 Members Declaration of interests in Agenda Items**
None.
- E43/20 Public Representation**
No members of the public had requested to be part of the e-meeting or sent questions
- E44/20 Cllr S Barker UDC and ECC Report**
The Clerk reported that Cllr Barker had been in regular contact. Cllr Barker had liaised with residents about the speeding motorcyclists and had invited them to a Zoom LHP Meeting. A speed check had been set up in Aythorpe Roding.
- E45/20 Reports**
No reports required due to lockdown.

E46/20**Clerk's Report**

1. The information in the Newsletters March, April and May are to be read in conjunction with these minutes as they form part of the emergency decision making process.
2. The Clerk will continue to operate as before. Decisions will continue to be made in consultation with Parish Cllrs.

E47/20**Annual Audit**

Cllrs had the opportunity to read the basic information on the Parish Council's website and had no questions.

1. The Parish Council qualifies as exempt from Limited Assurance Review and External Audit. Cllrs resolved to approve the Certificate of Exemption (page 3/6) to be sent to PKF Littlejohn.
2. The Parish Council has a responsibility for a "sound system of internal control" (page 5/6). Cllrs resolved to approve the Annual Governance Statement.
3. The Clerk has prepared and signed the Accounting Statements (page 6/6). Cllrs resolved to approve the Accounting Statements.
4. The Clerk signed the forms and will arrange for the Chairman's signature, Certificate of Exemption to PKF Littlejohn and publication of Public Inspection Period. The Audit and Transparency requirements will be published on the website.

E48/20**Highways**

1. An Order has been made for the diversion of footpath 7 (near the Roding).
2. Update on Report 2665315 Overgrown vegetation Footpath 7. Included in Essex Highways cutting schedule.
3. Update on Report 2665317 Obstruction Footpath 7. Further investigation after initial assessment.

E49/20**Planning**

1. UTT/20/0561/FUL Poplars Farm, Broad Bridge Road
Called in by Cllr Barker. Site visit requested. Parish council comments.
Awaiting decision.
2. UTT/19/0946/FUL Land east of Dunmow Road (known locally as Bill Howletts Field)
Appeal to Secretary of State refused.
3. APP/C1570/X/19/3221569 The Bothy, Keeres Green
The appeal is allowed.

E50/20

Finances

1. The Clerk reports that the TSB balance at 15th June 2020 £7,841.52.

2. Income received since May Newsletter.
ECC verge contract payment £1,204.44

3. Payments made since May Newsletter.
Internal Auditor £40.00 BACS

4. Payments due

Clerk salary	June	£105.60
HMRC	PAYE M3	£ 26.40
Clerk	office expenses April-June	£ 55.58
EALC	webinar	£ 48.00
Castle Water	allotment water	£ 19.99 dd

Cllr Reynolds is setting up new TSB payees as required and the Clerk is arranging payment.

E51/20

Training

Cllr Lander's will attend the New Councillor Webinar Training on 3rd July.

E52/20

Correspondence

Cllrs to note that the property next to Drury Lodge will be known as The Garden House.

E53/20

Information exchange/next agenda items only

1. Cllr Lander would like the defibrillator discussion re-opened.
2. Cllr Woodmore - car charging point in village.

It would be appropriate to discuss the next agenda items at a face to face Parish Council meeting.

E54/20.

DATE OF NEXT MEETING

TBA.

Meeting closed 19.45.

Signed as a correct record Chairman