



Oulton Broad Parish Council
Meeting of the Parish Council
Monday 16th November 2020 7pm

Held Virtually
MINUTES

Present: Councillors Christine Ashdown, Jean Bragg, Paul Carver, Peter Edwards, Benvenuto Falat, Brian Keller, Sandie Keller, Andrew Page and Lee Pullen.
Cllrs Falat, Bragg and Carver signed in at 7.05pm.

Also, in attendance: Tina Page (Clerk)

Public in attendance: a member of FoNEP and D Cllr Gee present.

312. Welcome:

The Chairman welcomed everyone to the meeting.

313. Announcement on Reporting:

Councillors and members of the public will be reminded that in the interests of openness and transparency, the law permits filming, recording or other means of reporting of meetings.

314. To receive and consider acceptance of apologies for absence:

Apologies were accepted for Cllr Cuss.

315. Declarations of Interests and dispensations:

315.1 Receive Declaration of Disclosable Pecuniary and Non-Pecuniary Interests from councillors on items on the agenda – none.

315.2 To receive and consider written requests for dispensations for Disclosable Pecuniary Interests – none.

315.3 To note any dispensations previously granted – none.

316. Minutes: Minutes of 19th October 2020, were approved as being an accurate record, apart from the closed section of the minutes. After amending the wording for the closed section. The minutes were proposed as being an accurate record. Proposed by Cllr S Keller and seconded by Cllr Page. **ALL AGREED**

317. Outstanding actions: To note actions taken from last meetings which are not detailed on this agenda.

241. Clerk to look at 75th memorial benches to purchase and agree any action. – being discussed at agenda item 322.

306. Clerk to obtain all the CiL records since forming OBPC – this has been requested from the CiL team.

307 Clerk to amend the Finance Regulations numbering paragraphs. – The Finance Regulations have been amended and uploaded to Docmonster.

318. Chairman's Report:

Cllr S Keller reported that things are going well. We have received some bad news regarding the condition of Broad House. The wreath was laid and looked very lovely. Whilst laying the wreath, a couple of people were full of praise for the park. Therefore, thank you to Norse and FoNEP for all the hard work.

319. Public Forum and Public Service Reports:

An opportunity for members of the public to make comments on any matters on this agenda. This forum will include **receipt of any written District Council, County Council reports.**

No reports were received from the District and County Councillors.

District Cllr Gee reported: East Suffolk Council are in action again over the COVID19, Home but not alone scheme. All meetings are still being held using Zoom. Full assurance was given that the 3rd bridge crossing the Gull Wing is going ahead. Cllr Gee is happy to donate £2,000 from her enabling project for the re-pointing of the museum. Cllr Robinson has applied to the funding team to look into the English Heritage and Heritage Lottery for funding for the re-pointing.

320. To receive an update from FoNEP and agree any necessary action:

There is not much going on, while in lockdown. They intend to resume voluntary work as soon as it is allowed. The Green Flag has been awarded again. The latest flag will need to replace the old green flag. Geoff to organise a date for this to happen.

321. To receive an update regarding the budget:

Not much has changed on the latest version of the budget. The Base rate has been reduced. Current precept amount is likely to be about 5%. The final figure is not needed until January 2021.

322. To receive an update on 75th Anniversary benches and agree any action:

The Clerk gave a report on the list of benches available. After some discussion and the first idea of a bench was reviewed, the final decision was to obtain the price for the semi-circle bench which can be placed around a tree. **Action Clerk** to obtain the price for this bench, plus delivery. Proposed by Cllr Pullen and seconded by Cllr Falat.

323. To discuss any fundraising ideas and agree any action:

Nothing was discussed due to the current situation of Lockdown. However, it was noted that the Clerk will be attending a Crowd Funding Course in December.

324. To agree the payments payable in November 2020, as per payment schedule:

There were no payments to be approved. The Clerk mentioned that she is paying £20.00 per month on printing subscription for her home printing. It was agreed that the whole subscribed amount can be claimed, whilst the Clerk is working from home.

325. To note that the Income and receipts up to 31st October 2020:

This is ongoing, waiting for the VAT to be resolved by RBS.

326. To note the approval of the Bank Reconciliations for October and agree any action:

Ongoing await month end.

327. To discuss the report from PKF Littlejohn and agree any action:

PKF Littlejohn report was discussed previously with the Finance Committees. It was noted that the 'Except for matters reported below' under Section 3 of the External Auditor Report. Whereby the accounts should be prepared in accordance with proper practices as Income and Expenditure. This has already been actioned by the Clerk/RFO. RBS accounting software has already re-configured this years and past years account for Income and Expenditure. All proposed by Cllr Ashdown and seconded by Cllr B Keller. **ALL AGREED**

328. To receive an update on the Committee meetings and other meetings held throughout the month:

Finance Committee: as usual at this time of year, budgets and audits.

Planning Committee: all OK.

Events and Tourism Committee: Scheduled meeting January 2021.

It was noted that there appears to be little positive response for the Neighbourhood Plan. We now have a team of 5. **Action Point Cllrs B Keller and Falat** to set up a preliminary virtual meeting.

329. To discuss the situation with COVID-19 and lockdown and agree any action:

Carry on the way we are working.

330. Items for the next Agenda:

None.

To note date of next Council Meeting and Committee Meetings: Finance Committee 2nd December 2020, Planning Committee 7th December and 21st December, Full Council meeting 21st December 2020.

It was agreed to move the Full Council December meeting to 14th December 2020.

331. To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public be excluded from the Meeting on the grounds that publicity would be prejudicial to public interest by reason of the confidential nature of the business to be transacted:

331.1 To receive an updates on assets and personnel issues.

There being no more business to discuss, the meeting closed at 8.20pm

Minutes approved on 2020

Signed Parish Council Chair