



Oulton Broad Parish Council
Meeting of the Parish Council
Monday 21st September 2020 7pm
Held Virtually
MINUTES

Present: Councillors Christine Ashdown, Jean Bragg (late), Paul Carver (late), Benvenuto Falat, Brian Keller, Sandie Keller, Andrew Page, and Lee Pullen.

Also, in attendance: Tina Page (Clerk)

Public in attendance: 4 members of the public including DC Cllr Gee.

274. Welcome: The chairman welcomed everyone to the meeting.

275. 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.

276. To receive and consider acceptance of apologies for absence: None.

277. Declarations of Interests and dispensations:

277.1 Receive Declaration of Disclosable Pecuniary and Non-Pecuniary Interests from councillors on items on the agenda. None.

277.2 To receive and consider written requests for dispensations for Disclosable Pecuniary Interests. None.

277.3 To note any dispensations previously granted. None.

278. Minutes: To approve all the minutes of the meetings taken since March 2020.

Minutes of 16th March, 15th June, 20th July and Extra-ordinary meeting 4th September 2020, were taken on block. Proposed as an accurate record, by Cllr B Keller and seconded by Cllr Ashdown.

7 AGREED
1 ABSTAINED

279. To discuss the co-option for two vacancies and agree any action:

279.1 Question and answer session for two candidates wanting to be co-opted. There were no questions asked.

279.2 To agree on co-opting candidate 1 (male) Peter Edwards was proposed by Cllr B Keller and seconded by Cllr Pullen

ALL AGREED

279.3 To agree on co-opting candidate 2 (female) Nancy Cuss apologised for not being seen on her connection. Proposed by Cllr Ashdown and seconded by Cllr Carver.

ALL AGREED

279.4 The signing of the declaration of acceptance if the co-option is successful.
Completed.

280. Welcome to the new councillors: Welcome.

281. 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. – ongoing.

257. To receive an update on the rebuilding of the burnt shelter and agree any action. – ongoing, the Council needs a definitive answer from Lowestoft College whether they are doing this or not!

263. Clerk to report the progress of web accessible documentation needed by 30th September 2020 and agree any action – These have been started and should be completed by 30th September 2020.

264. To receive an update on the new website and agree any action. - The basic design is good. The Broads National park needs to be amended. **Action Clerk** send the draft link to the new councillors.

282. Chairman's Report: The post of Admin Assistant is ongoing. The business case for the museum and flat is nearly completed. The Chair would like to thank everyone for all the hard work they are doing.

283. 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**. There were no written reports. DC Cllr Gee, reported that: All is in place for the start of the 3rd river crossing. It is going to be called Gulls Wing. The Council has qualified for a large sum of money for the Lowestoft High Street, from Heritage Action Zone. Oulton Broad could be included in the future plans.

284. To receive an update from FoNEP and agree any necessary action: GP reported that the group is happy to work with the new rule of 6. Larger groups will be broken down. The Parish Council agreed to selected items to be for sale outside their workshop but use common sense. It was noted that the Parish Council will need to be involved in new volunteers in the future. The poppy wreath has been ordered. There was a suggestion of one of the play area gates to be opened a different way. This is not possible as there is a safety ruling on play area gates and which way they should open.

285. To agree the payments payable in September 2020, as per payment schedule:

CDS-KAS

Laptop

£909.60

Payments for £909.60 were approved, proposed by Cllr Page and seconded by Cllr Carver

ALL AGREED

286. To note that the payments and receipts for August has not been completed, RBS has the data to convert from Receipts and Payments to Income and Expenditure:

This is ongoing as there appears to be a query on the VAT and how we record this. It was noted that we will be needing another meeting with Norse soon. **Action Clerk** to organise another meeting with Norse.

287. To note the approval of the Bank Reconciliations to date and agree any action:

These have all been approved up to 31st July 2020.

288. To receive an update on the budget planning for next year and agree any action: The first draft is currently sitting at a Precept of 4.90%. However, we do not know the base rate, as yet. It is work in progress, we need to include the figures for the security, public works loan board, capital and interest repayments.

The chairman thanked Cllr Page for all the work that he has done on this.

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

Planning Committee going well.

Events and Tourism there are no events in 2020. Next meeting will be held in January 2021.

Personnel Committee – The Admin Assistant has been advertised through Indeed and so far, we have 126 applicants. The assistant will be for 12 hours per week.

Cllr Cuss expressed an interest in the Events and Tourism Committee.

290. Items for the next Agenda:

Budget

To note date of next Council Meeting and Committee Meetings: Finance Committee 7th October 2020, Planning Committee 5th October 2020, 19th October 2020, Full Council meeting 19th October 2020.

291. 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:

Assets were discussed in closed session

There being no more business to discuss, the meeting closed at 7.50pm

Minutes approved on 2020

Signed Parish Council Chair