



Minutes of Carlton Colville Town Council On-Line via Zoom meeting on Wednesday 6th May 2020 at 7 pm.

MINUTES

Welcome and noting the application of the Virtual meeting protocol.

1. To Note Members Present and to receive, note and accept apologies for absence
Present: Chairman Julie Hall, Vice Chairman Jill Tyler, Councillors; Paul Radforth, Clare Varela, Christine Fair, Derek Fletcher, Chris Thomas, Ryan Williams
Absent: Adam Robertson
Ian Castro – IMPACT detached Youth, David Peek Allotment Chair
Apologies: Craig Rivett East Suffolk Council, Tim Major East Anglia Transport Museum
2. To receive any declarations of interest regarding the agenda
None
3. To consider applications for dispensation
N/A
4. To note that the April meeting was cancelled due to Covid-19. To agree and sign the minutes of the Annual Town Council meeting 8th May 2019. To agree and sign the minutes of the meeting of 4th March 2020 – (to be dropped at the Chairman's in advance of the meeting)
It was RESOLVED by all that the minutes were true and accurate and were duly signed.
4. To Agree that according to Regulation 4 of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 - this provides that where an appointment would otherwise be made or is required to be made at an annual meeting of a local authority, the appointment continues until the next annual meeting of the authority or until such time as that authority may determine (Regulation 4 (2)). This would apply to the election of the chairman, the first business at the annual council meeting. Therefore the current chairman will remain in place until an annual meeting is held (possibly next year) unless the council decide to elect a replacement earlier
It was RESOLVED by all that the Chairman (and Vice Chair) would remain in position until May 2021.
6. To receive reports from the following:
NOTE – no questions from the public will be taken during these reports. Public participation is a separate agenda item at item 7.
 - a. Suffolk County Councillors – not present

- b. East Suffolk Councillors – a report had been circulated prior to the meeting with an update from Councillor Rivett
 - c. Patients Participation Group at Rosedale Surgery – no update
 - d. IMPACT Detached Youth – Ian had spoke to the clerk about commencing their work. Clerk had contacted Inspector Liz Casey who supported this. Clerk to try and obtain an official letter that Ian/Laura could carry in case they were questioned.
 - e. East Anglia Transport Museum – not present but had informed the Town council that the museum was closed until the Government guidelines deem it safe to re-open. It is visited regularly for security purposes.
 - f. Allotments – All government guidelines were being followed. The 4 plots which were a concern. 2 have been tidied up, 1 was given notice to leave and 1 did not want to renew for this year. 1 new tenant had been found already. The school work continues with social-distancing rules in place. The clerk stated that the tenancy agreement and payment letters had been emailed out with a request to pay the money directly to the bank account instead of cheques.
7. Public participation
- The purpose of the meeting is for Councillors to discuss Town Council Business. During each meeting the Council will allow a period of up to 15 minutes for public questions. During this time, residents can put questions to the Chairman regarding local concerns. Each question will be allocated 3 minutes. Where possible the Chairman will respond but matters may have to be deferred and placed on a later month's agenda for discussion.***
- No members of the public were present.
8. To note that the payments for March 2020 were RESOLVED and agreed by all via email on 1st April. Payments were 8 cheques totalling £6120.22 and 1 x direct debit £57.22
List was circulated prior to meeting and payments dropped off to chairman to sign to pass to vice chair to sign and leave in the council office for clerk
It was RESOLVED by all to pay all 11 cheques totalling £3636.55 and 1 x direct debit £50.58
Spend v budget was sent out
To Sign Bank reconciliation for February, March & April 2020 (to be dropped at chairman's in advance)
To confirm that the 1st half of Precept from East Suffolk Council was received £28,811.04
To note that Grant of £10,000 had been received from ESC for the Hub Friendly Bench
To note that £60 had been received from ESC for hiring of the Hub for a meeting in Feb
9. To receive and sign off the Annual Governance Statements and Annual Accounting Statements for 2019/20 (to be dropped off at chairman's in advance)
The annual governance statement and annual accounting statements were read out and it was RESOLVED by all to agree both statements and that they were duly signed by the chairman and RFO ready for submission to the Internal Auditor (SALC) via email.
10. Governance
- a) To agree the Virtual Meeting Protocol
 - b) To confirm that all members received the Covid-19 Risk Document circulated 3rd April 2020
 - c) To agree Emergency Delegated Powers – Circulated before the meeting
It was RESOLVED by all to accept all 3 documents.

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11. Carlton Colville Town Council resolves that from 6th May 2020 until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (prescribed conditions) Order 2012, adopt the General Power of Competence. It was RESOLVED by all to adopt the General Power of Competence.

12. Matters for the next meeting
A discussion was held around the Benches for the VE day memorial and the NHS/Key workers. Clerk to circulate further information on the Rainbow one. Newsletter and how to distribute
Councillor Tyler informed the meeting that the church shed had been broken into and several strimmer's and equipment had been stolen.

13. To close the meeting
The meeting closed at 19.55

Signed..... Date.....