

# Harrietsham Parish Council

Minutes of the Parish Council Meeting held on Tuesday 2<sup>nd</sup> June 2020 at 11.00am  
in the Village Hall Car Park.

## 1. Present

Cllr E Powell, Cllr G Dean, Cllr T Griffiths, Cllr V Foster, Cllr R Dayes, Cllr S Luck, RFO Mr M Cuerden and the Clerk Mrs A Broadhurst

## 2. Apologies for absence

Cllr F Stanley, Cllr C Roots, Cllr J Moore, Cllr T Sams, Cllr J Sams

## 3. Minutes of the last meeting

Parish Council Meeting 20th March 2020 - The minutes were proposed as accurate by Cllr Powell, seconded by Cllr Dayes; with 4 in favour and 2 abstentions.

## 4. Finance

### 4.1 Annual Return of Accounts and Audit 2019/2020

4.1.1 Annual Accounts for 2019/2020: These had been previously circulated and were noted by all present.

4.1.2 2019/2020 Internal Audit Report and Recommendations - The RFO reminded all present that the internal audit report had been circulated to all Councillors and the content was noted by Councillors.

4.1.3 2019/2020 Annual Governance Statements (Section 1) - The blank Annual Governance Statement had been circulated and it was proposed by Cllr Foster that the Chairman tick 'Yes' for boxes 1-8 and 'N/A' for box 9. This was seconded by Cllr Dean, with all in favour.

4.1.4 2019/2020 Accounting Statements (Section 2) - The completed Accounting Statement had been circulated to all Councillors. Cllr Dean proposed that the Accounting Statements be approved. This was seconded by Cllr Powell, with all in favour.

## 5. Covid-19 (Coronavirus) Delegation of Emergency Powers

Members were requested to re-adopt the following statement, as advised by NALC:

In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council where such decisions cannot be reasonably deferred and must be made in order to comply with a commercial or statutory deadline. This will be carried out where possible by consultation with members by electronic means or telephone. The clerk will further consult with the chairman for guidance as necessary. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place.

The Clerk also requested that financial delegated powers continue for the RFO.

It was proposed by Cllr Powell that the required delegated powers be readopted for both the Clerk and the RFO, until meetings are able to return to normal. This was seconded by Cllr Griffiths, with all in favour.

## 6. Planning

- 6.1 The current planning applications were noted.
- 6.2 The approved planning applications were noted.
- 6.3 The refused planning applications were noted.

## 7. Date of next meeting

To be confirmed at a later date.

Cllr Powell commented that he wished to say a few words as there had not been an Annual Meeting this year. He asked that thanks be noted to the RFO for his work during the year, also for the time spent preparing for the audit, the various reports and advice he offers to Councillors. Cllr Powell also added thanks to the Clerk for the work undertaken to ensure the smooth running of the Parish Council.

*With no further matters to discuss the meeting was closed at 11.04am.*