**RYBURGH PARISH COUNCIL**

**PARISH COUNCIL MEETING**

**MINUTES**

Minutes are in draft until approved at a subsequent meeting

**17th November 2020**

**Parish Clerk and RFO: Patsy Adams**

**Church View Farm, Church Road, Aylmerton, NR11 8PZ**

Present: Cllr Elizabeth Savory (Chairman), Cllrs: N Dandy, I Wilson, J Binstead.

In attendance, P Adams (Clerk) Vincent Fitzpatrick, District Councillor

The meeting began at 6.30pm and was held remotely, by Zoom

DUE TO TCHNICAL DIFFICULTIES THE MEETING WAS ABANDONED AT 7PM AND REC-CONVENED ON THE 18TH November

Items heard on the 17th November were as follows:

1. **APOLOGIES FOR ABSENCE. Cllr Plattin, Cllr Buxton and Cllr Burr**
2. **DECLARATIONS OF INTEREST IN RESPECT OF THE CURRENT AGENDA. None**
3. **PUBLIC PARTICIPATION. None present**
4. **To approve the minutes of the meeting held on 17th September 2020. Approved.**
5. **County Council Report - Cllr Fitzpatrick had previously issued a report to the Members and began to discuss matters there in but technical difficulties prevented this. As a result, the meeting was terminated and attempts were made to restart but it was agreed that it would be better to carry the meeting forward to the next day.**

**The meeting re-convened on the 18th November with the following members:**

Present: Cllr Elizabeth Savory (Chairman), Cllrs: N Dandy, I Wilson, J Binstead, K Wilson. (Vice Chairman)

In attendance, P Adams (Clerk)

1. **To consider the Receipts and Payments for the months of September and October.** Proposed by Cllr Binstead and approved by members
2. **To Consider the Budget Monitor**. Proposed by Cllr Wilson, seconded by Cllr Binstead and approved
3. **To consider the budget proposals for 2021 – 2022.** Proposed by Cllr Binstead, seconded by Cllr Dandy and Approved
4. **To agree the Precept for 2021 – 2022** It was agreed to hear item 11 before considering the precept because it would make a material difference to the amount requested. The Members considered two quotes and agreed to accept the one provided by Cllr I Wilson who has already contributed a great deal of time and effort to the project. Cllr Wilson has offered to cut the newly made path from the bridge to Lt Ryburgh for a fee of £40 per cut throughout the growing season. Proposed by Cllr Dandy, seconded by Cllr Binstead and approved. **The precept. After a great deal of consideration Members agreed to increase the precept by 10% because there is not in the contingency fund**
5. **To approve the amendments to the Standing Orders (previously circulated)** Agreed and approved
6. **To consider the quotes received for the mowing of the path from the bridge to Lt Ryburgh** See section 8
7. **To consider the renewal of the Street Light Maintenance Contract contact with TT Jones for 2020 to 2023**
8. **To receive an update from the Clerk on the registration of the Gt Ryburgh Fuel Allotment**
9. **To receive an update from the Clerk on the Defibrillator Maintenance**
10. **To consider items that have arisen since the publication of the agenda**
11. **To agree dates for Parish Council Meetings in 2021**
12. **DATE OF THE NEXT MEETING**
13. **TO CLOSE THE MEETING**
14. **APOLOGIES FOR ABSENCE.** Cllrs: C Buxton & M Burr
15. **DECLARATIONS OF INTEREST IN RESPECT OF THE CURRENT AGENDA.** None
16. **PUBLIC PARTICIPATION.** None
17. **To approve the contents of the letter to NNDC regarding the NDP, previously circulated by Cllr Dandy** Approved, after an amendment from Cllr Binstead.
18. **To consider the Receipts and Payments for the months of April, May, June, July and August. (Documents previously circulated).** Following a proposal by Cllr Binstead Members approved the aforementioned documents.
19. **To Consider the Budget Monitor** The budget monitor will be reviewed at the October meeting
20. **To consider the budget, agreed last November, to determine whether any alterations are required.** The budget will be reviewed again in October
21. **To receive a list of Council Documents due for review:**

**Standing Orders – amendment required (legislation)**

**Financial Regulations**

**Risk Assessment**

**Review Information Publication List**

**Document Management Schedule**

**GDPR**

**Code of Conduct – Oct 2021**

**Training Policy**

Members agreed that the documents would be reviewed throughout the remainder of the 2020/21 financial year.

1. **To receive an update on the new Website.** The Clerk informed the members that the new website is ready but she has not had time to populate it with the required documents. The Accessibility Statement (previously circulated) has been posted on the existing website.

1. **DATE OF THE NEXT MEETING: 13th OCTOBER 2020 at 6.30pm**
2. **TO CLOSE THE MEETING. There being no further business, the Chairman closed the meeting at 7.10pm**