**RYBURGH PARISH COUNCIL**

**PARISH COUNCIL MEETING**

**24th July 2020**

**Parish Clerk and RFO: Patsy Adams**

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

**MINUTES**

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

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

1. **APOLOGIES FOR ABSENCE.** Cllrs: K Wilson, A Burr and C Buxton
2. **DECLARATIONS OF INTEREST IN RESPECT OF THE CURRENT AGENDA.** None
3. **PUBLIC PARTICIPATION.** None
4. **GOVERNANCE AND FINANCE**

*TO CONSIDER THE REPORT FROM THE INTERNAL AUDITOR*

 *TO CONSIDER AND COMPLETE THE ANNUAL GOVERNANCE STATEMENT*

 *TO CONSIDER AND COMPLETE THE ACCOUNTING STATEMENT*

After consideration and on a proposal by Cllr J Binstead the members agreed to approve the Internal Auditor’s report, complete and approve the Annual Governance Statement and agreed the Accounting Statement. The Members agreed that the Chairman could sign the Annual Governance and Accountability Return. The Clerk will make the necessary *arrangements to get the documents to Chairman for signature.*

1. **To consider the format for future meetings by ZOOM/PUBLIC.** Having considered the guidelines from NALC and the Insurance Company requirements it was agreed that, for the time being, future meetings will be held remotely, by ZOOM. This decision will be reviewed as appropriate. The Clerk was instructed to purchase a license so that future meetings are not restricted by the 40-minute time allowance.
2. **To agree the date of the next meeting** The next meeting will be held remotely, by ZOOM on the 1st September 2020
3. **TO CLOSE THE MEETING** There being no further business the Chairman closed the meeting at 7.00pm