

BURMARSH PARISH COUNCIL

Year 2021, page 2

MINUTES OF AN ORDINARY MEETING On Tuesday 8th June starting at 7:30 pm in the Church Room

Present: Cllr. Mrs. P. Argar (Chairman) and Cllrs. B. Ashdown, A. Burgess, Mrs. L. Cottingham, D. Wimble & clerk J. Rich.

Coronavirus precautions – hand sanitiser was available; seating was socially distanced, and an attendance record was kept for tracking purposes. It was agreed not to wear face coverings.

1. **Minutes** - minutes of the last meeting on 18th May 2021 were agreed and signed.
2. **Appointment of external representatives:**
 - (A) Kent Association of Local Councils: Cllr. Burgess
 - (B) Romney Marsh Forum: Cllr. Mrs. Argar
 - (C) Romney Marsh Area Internal Drainage Board: Cllr. Wimble
3. **Financial Matters:**
 - (A) approved payment of £175.82 to BHIB Ltd for annual insurance premium
 - (B) approved payment of £420 inc. VAT to M. Coleman for grass cutting March to May
 - (C) approved payment of £144.98 to J. Rich for annual subscriptions paid via Paypal to Norton and Microsoft
 - (D) approved payment of £40 to the PCC of Burmarsh for use of the Church Room for 4 meetings during 2020-21
 - (E) approved payment of £179.38 inc. VAT to KALC for annual membership subscription
 - (F) noted receipt from F&HDC of the annual precept of £3,977
 - (G) reconciled the cash book with bank statement dated 1st April 2021 showing a balance of £8,367.38
 - (H) agreed to amend the bank mandate by the addition of Cllrs. Burgess & Mrs. Cottingham
 - (I) approved the end of year budget monitor and annual account for 2020-21
 - (J) received the report of the Independent Internal Auditor
 - (K) agreed to the appointment of the Independent Internal Auditor for 2021-22
 - (L) approved the Annual Governance Statement for 2020-21
 - (M) approved the Accounting Statements for 2020-21
 - (N) agreed to complete a Certificate of Exemption for 2020-21
 - (O) agreed a period for the exercise of public rights of inspection of the accounts from Thursday 1st July to Wednesday 11th August 2021.
4. **Correspondence** – noted correspondence received.
5. **Road Safety** – discussed road safety matters including parking in Church Road and the speed of tractors passing through the village. Cllr. Ashdown will provide the clerk with the address of the company operating the tractors so that a letter can be sent expressing the parish council's concern. KHS will be asked to look at overhanging hedges on Donkey Street.
6. **Defibrillator** – Noted with thanks that Mr. Goodier had agreed to carry out routine checks of the equipment and Mr. Hills had agreed to be responsible for the upkeep of the kiosk.
7. **Next meeting** – to be arranged