

**Uffington Parish Council
Meeting
Starting at 7.30 pm**

Monday 7th September 2020

MINUTES

**Facemasks should be worn throughout the entirety of the meeting.
Social Distancing will be in force at all times.**

1. **Chairman's Welcome** the Chairman welcomed all to the meeting.
2. **Declarations of Pecuniary Interest;** none were declared at this point.
3. **Present** Councillor L Padmore –Chairman Councillor P Daimond –vice chairman Councillor R Davies Councillor E Strawbridge Councillor A Blake L Pardoe Clerk to the Council and one member of the public. Apologies were received from Shropshire Councillor L Picton as Shropshire Councillors are advised not to attend any public meetings during the current pandemic.
4. **Public Session** A gentleman who was a retired Highways engineer in traffic management living in the village was concerned at the speeding traffic despite the VAS the Parish Council have recently had installed at either end of the village. He suggested that as part of the road had been tar sprayed and there were no central white lines on the road that if we were to ask Shropshire Council not to put them back but just put lines down the side of the road that it is an effective and proven way of slowing the traffic down. Members discussed this briefly but not all members were in favour. The clerk explained that the Village had a traffic management scheme drawn up that was awaiting funding to be implemented. It was agreed that the clerk would contact Shropshire Council and ask for a site meeting with the appropriate person to discuss the matter. The gentleman said that he had spoken to Shropshire Councillors contractors about the matter already but was told that they could not do anything without authorisation from Shropshire Council Officer Dave Gradwell. The chairman thanked Mr Oldham for attending the meeting and assured him that the Parish Council would look into this. He then left the meeting.
5. **Defibrillator Report: Councillor A Blake to report on status of the defibrillator sited in Telephone box opposite the Village Hall.** The defibrillator was ready for use. The Parish Council agreed retrospectively to pay for new signs for the telephone kiosk where the defibrillator is housed. Proposed by Councillor L Padmore seconded by Councillor A Blake and agreed by all members present.
6. **Council to agree minutes of meeting held on Monday 9th March 2020.** It was agreed that these were a true and accurate record of the meeting proposed by Councillor R Davies and seconded by Councillor A Blake
7. **Clerk to report on matters from the minutes not covered elsewhere on the agenda.** The clerk had received new advice from SALC advising that councils continue to meet virtually. The clerk explained that they were really quite easy once the system was set up and it was a much safer way of holding meetings. As we are coming to the colder weather when there will be more coughs, colds and influenza around would they not consider trying to hold a virtual meeting. After a brief discussion members agreed to have a go at holding a virtual meeting. The clerk would set this up. She would if necessary talk members individually through the setting up process. Once the system is in place it is quite simple to join meetings.
8. **Council to discuss and consider changing to Bi-monthly meetings** Council wished to remain on monthly meetings to keep up to date with events.
9. **To receive written Report from Shropshire Councillor L Picton.** This was noted.
10. **Highway Matters**
 - Councillor L Padmore requested that the lights be changed to all night lighting when the clocks change in October and revert to part night lighting again in March when the clocks change again.
 - Councillor L Padmore asked how you go about obtaining a display mirror outside your property. Clerk to look into this.
 - The clerk to start a conversation with Jason Hughes and Dave Gradwell on the matter of lines in the centre of the road for traffic calming though the village. Councillor L Padmore said that she would be willing to meet any officers on site to look at the matter.
11. **Finance**
 - i. Council to agree and pay accounts as presented by the clerk: to be circulated via e-mail to members. It was agreed to pay the accounts as presented by the clerk proposed by councillor L Padmore seconded by Councillor P Daimond and agree by all members present.

000765	HMRC	PAYE	25.80
S/O	Staff	Salary	296.71
000766	Staff	WFHA	10.00
		Total	332.51

- ii. Council to ratify all payments made during the Lockdown It was agreed to ratify the payments made during lockdown proposed by councillor L Padmore seconded by Councillor P Daimond and agree by all members present.

6 Apl	S/O		Staff	salary	322.51
09-Mar		748	B Ashton	expenses	20.97
		749	Newsletter		100.00
08-Apr	1	750	E-on	New lights	5813.45
	2	751	E-on	New Lights	1682.35
	3	752	D Malley	Payroll	73.00
	4	755	Came & Co	Insurance	218.00
06-May	S/O		Staff	Salary	322.51
03-Jun	5	756	Staff	Expenses	30.00
	6	757	J Griffiths	Internal Audit	50.00
04-Jun	S/O		Staff	Salary	322.51
13-Jul	S/O		Staff	Salary	322.51
	7	758	Staff	Expenses	28.20
	8	759	D Malley	Data Protection	110.66
	9	760	SALC	Subscription	159.17
	10	761	Shropshire Council	Lighting energy	324.89
06-Aug	S/O		Staff	Salary	322.51
	11	762	Sign & Poster	Sign for kiosk	68.40
	12	763	HMRC	PAYE	25.80
	13	764	Staff	Expenses	12.98
06-Sep	S/O		Staff	Salary	296.71
	14	765	HMRC	PAYE	25.80
	15	766	Staff	Expenses	10.00
		subtotal			10662.93

- iii. Council to accept Bank Reconciliation as presented by the clerk. It was agreed to accept the bank reconciliation as presented by the clerk proposed by councillor L Padmore seconded by Councillor P Daimond and agree by all members present.
- iv. To agree and approve the Year end Accounts of the Council. It was agreed to accept and approve the Year End Accounts. It was agreed to accept the year end accounts as presented by the clerk proposed by councillor L Padmore seconded by Councillor P Daimond and agree by all members present.
- v. Council to approve The Annual Governance and Accountability Return (Section1)2019/2020. It was agreed to approve the Annual Governance and Accountability Return (Section 1) 2019/2020 proposed by councillor L Padmore seconded by Councillor P Daimond and agree by all members present.
- vi. Council to approve the Accounting Statements Section 2 of the AGAR 2019/2020. It was agreed to approve the Accounting Statements Section 2 of the AGAR 2019/2020 proposed by councillor L Padmore seconded by Councillor P Daimond and agree by all members present
- vii. Council to receive Internal Audit Report from the Internal Auditor for financial year 2019 /2020 The Council received the Internal Auditors Report for the financial year 2019/2020 proposed by councillor L Padmore seconded by Councillor P Daimond and agree by all members present
- viii. Council to resolve to exempt themselves for a limited liability review as the gross income or expenditure did not exceed £25,000. The council resolve to exempt themselves from a limited liability review as the gross income or expenditure did not exceed £25,000. proposed by councillor L Padmore seconded by Councillor P Daimond and agree by all members present
- ix. Council to agree to give clerk authority to pay invoices agreed by members online. The council did not agree to do this they wished all payments to go through the members by signature

12. Parish Matters Members discussed having 6 planters through the village to enhance the village. It was agreed that Councillor Blake would look into sourcing these.

- Councillors to report any matters within the parish

- 13. **Date and time of Next meeting.** It was agreed that this would be held in Uffington Village Hall starting at 7.30pm on Monday 12th October 2020.
- 14. The Chairman thanked all for attending and closed the meeting at 9.00pm