

COTON IN THE ELM PARISH COUNCIL  
MINUTES OF THE MEETING HELD ON WEDNESDAY 5<sup>TH</sup> MAY 2021 at 7PM  
HELD ONLINE VIA ZOOM

The meeting was held remotely as permitted under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Present:

Councillors: Cllr K Bradford (Chairman), Cllr A Martin (Vice Chairman), Cllr C Bradford, Cllr M Leech, Cllr M Kinson, Cllr J Heaven, Cllr A Leese. Clerk: Susan Hughes

1. Standing order was suspended for this meeting only due to change of date reference paragraph 2b)
  2. Apologies – None
  3. Cllr K Bradford appointed as Chairman – Proposed by Cllr Leese, seconded by Cllr Kinson
  4. Cllr A Martin as appointed Vice Chairman – Proposed by Cllr C Bradford seconded by Cllr Leese
  5. Members of the Public – Points raised - Village plants/flowers in need of attention and questioned who's responsible for this. Comments on Village and speeding signs and all these were noted and discussed as per agenda.
  6. District Councillor – Cllr A Wheelton congratulated Cllr Martin on Vice Chair appointment and informed the PC that any relevant information received from future meeting will continued to be shared.
  7. March Minutes – Cllr Leech pointed out that the question of a 0.7% increase on Council Tax bill with reference to PC Precept was omitted from the minutes– now corrected
  8. Approval of payments authorised. Trelawn payment of £371.11 is pending.
  9. Statement balance approved as of 9.4.2021
  10. Internet and closure of bank accounts no longer required approved.
  11. AGAR exempt certificate and Annual accounting statements approved.
  12. S136 approved.
  13. Code of Conduct. Standing order and Financial regulations policies adopted.
  14. Risk register report approved.
  15. Members to serve on outside bodies:
    - o CVS – Cllr K Bradford
    - o Village Maintenance/Coton in Bloom - Cllr A Martin/Cllr M Kinson
    - o Community Centre – Cllr A Martin/Cllr C Bradford
    - o Linton Area Committee/ Safer Neighbourhood – Cllr K Bradford/Cllr C Bradford
    - o Flood Liaison Committee – Cllr J Heaven/ Cllr M Leech
    - o Joint Meeting of PC & DC – Cllr K Bradford/Cllr C Bradford
    - o Community Speed Watch – Cllr M Leech/ Cllr J Heaven / A Leese
    - o Newsletter submission – Cllr K Bradford
- Footpaths (not an outside body) – Cllr A Leese

16. Village signs – Quotes to be presented at the next meeting for new and refurbished signs.

17. Relocation of notice board. Cllr K Bradford to discuss with maintenance contractor.

18. Speeding signs to be discussed at next meeting

19. **Date of next meeting** – 14th June 2021 changed to **21<sup>st</sup> June 2021** due to the Clerk being on annual leave.

The press and public asked to leave for the remainder of the meeting as the PC will consider staffing matters relating to the Clerk.

21. Monthly payment of 5 hours per week = 21.66 per month @ agreed rate.

20. Annual review of Clerks Salary approved.

22. Clerks overtime approved

Chairman concluded the meeting @ 8.30pm