

Rackenfod & Creacombe Parish Council

To: all Members of Rackenfod & Creacombe Parish Council

For information: County and District Ward Members, press and public

Issue date: Tuesday 9th September 2020

The Parish Council is grateful for the attendance and reports presented by both Councillors and external organisations. Due to the large number of issues affecting the Parish, it would be most appreciated if reports could be kept concise and to the point.

You are hereby summoned to attend the meeting of
Rackenfod & Creacombe Parish Council, on
Tuesday 15th September 2020 at 7.30pm,

to be conducted remotely using Zoom, for the purpose of transacting the business on the following agenda

Rob Martin

Locum Clerk to Rackenfod & Creacombe Parish Council

Join Zoom Meeting

<https://us02web.zoom.us/j/86400921051?pwd=THBLZXRMQ1p1UkM5NmJuRGZvbjJNZz09>

Meeting ID: 864 0092 1051

Passcode: 736344

To join by phone ring 07768 829511 and enter Meeting ID and Password when prompted.

15th September 2020

AGENDA

2021-19 APOLOGIES

To receive apologies for absence

Schedule 12 of the Local Government Act 1972 requires a record be kept of the members present and that this record form part of the minutes of the meeting.

Members who cannot attend a meeting should tender apologies to the Clerk, as it is usual for the grounds upon which apologies are tendered also to be recorded.

Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are acceptable.

2021-20 DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)

To receive declarations of interest in items on the agenda

Under the Localism Act 2011 (sections 26-37 and Schedule 4) and in accordance with the Council's Code of Conduct, members are required to declare any interests that are not currently entered in the member's register of interests or if he/she has not notified the Monitoring Officer of it.

2020-21 CO-OPTION OF COUNCILLOR

Following clearance by North Devon Council to do so, to consider an application by Peter Jones for co-option as a councillor onto the Parish Council.

2020-22 MINUTES

To approve, as a correct record, the minutes of the Parish Council meeting held on 7th July 2020.

2020-23 COUNCIL REPORTS

a) To receive the Clerk's Report & consider the Action List progress attached.

b) Chairman's Report – to include matters of urgency brought to the Chairman's attention.

2020-24 PUBLIC AND OTHER BODIES' SESSION

The Chairman to declare the meeting closed, to allow questions for District and County Councillors and to take any questions from members of the public.

Any reports previously received from County and District Councillors will be assumed to have been read.

Public Questions (*limited to 3 minutes per person*) **Members of the public are encouraged to submit any questions, relating to items on this agenda, they may have in advance of the meeting via the Clerk. Please note that members of the public are only allowed to speak at the meeting under this item of the agenda.**

2020-25 REPORT FROM DISTRICT AND COUNTY COUNCILLORS (IF PRESENT)

2020-26 PROPOSAL TO SET ASIDE FINANCIAL REGULATIONS

To consider setting aside under Financial Regulation 19.2, Financial Regulations relating to need to go to tender, rather than accept three quotations, for the Play Area works which has an order of cost of around £26,000. Financial Regulation 11.1(b) and 11.1(h) of the Parish Council requires a tender to be prepared if it expected that a contract will be greater than £25,000, but this is considered to be too low a value to warrant an expensive and time-consuming process which will be of no benefit. This is borne out by the fact that there is a contradictory Financial Regulation 11.1(l) indicating that such quotations be allowed under a £60,000 threshold, rather than £25,000.

2020-27 THE COMMON

- a) Children's Play Area
 - To consider how the old playground clearance would be undertaken.
 - To select the successful quotations for drainage and surface works.
 - To agree the specification for the replacement equipment
- b) Events Building
 - To agree putting this on hold for the time being.
- c) Meadow View Residents Letter & Meeting
 - To discuss the current position on this matter.
- d) Other Common Responsibilities
 - To consider the removal of a dangerous tree.

2020-28 REVIEW OF GOVERNANCE DOCUMENTS

In the light of the anomaly identified above, to adopt the attached, adjusted documents

- a) Standing Orders
- b) Financial Regulations

This will give two documents that are internally consistent and workable for the future.

2020-29 WEBSITE ACCESSIBILITY REQUIREMENTS

To receive and agree the attached Website Accessibility Statement in accordance with the current regulations. This statement will be published on the website and will be reviewed again in twelve months' time.

2020-30 CLERK'S VACANCY

- a) To confirm Rob Martin as the Appointment of the Locum Clerk until such time as a new permanent Clerk is appointed, at an hourly rate of £25 per hour.
- b) To discuss the level of experience required for the next parish clerk and the associated costs.

2020-31 BANK RECONCILIATION

The Locum Clerk does not have the current bank statements, so no bank reconciliation is presented.

2020-32 RECEIPTS & PAYMENTS TO DATE COMPARED TO BUDGET

To receive the attached statement of Receipts and Payments compared to Budgets for the period from 1st April to 31th August 2020.

Rackenford & Creacombe Parish Council

2020-33 PAYMENT SCHEDULE

To approve the payment of the invoices on the schedule below for the period since the last meeting, as below:

Payee	Services	Amount £	Payment No.
2020/2021			
Earthwrights Ltd	Zipwire Retention	1,500.00	621
Wendy Sweet	Pay & Expenses	406.03	622
GeoXphere	Parish Online Subscription	36.00	623
RJ Martin	Locum Clerk Services	592.50	624
Michael Lane	Well Maintenance	44.13	625

In addition, payments will be made for invoices received since the agenda was set.

Items in **bold** will be made following the meeting.

2020-34 ON-LINE BANKING & PAYMENTS

To consider the option of making payments online and to making access to online accounts for the Clerk, to improve financial management of the Council.

2020-35 PLANNING APPLICATIONS

To consider the following Planning Application and to agree comments:

Reference	Location	Proposal
None		

2020-36 CORRESPONDENCE

To receive any necessary correspondence not already circulated.

2020-37 DATE OF NEXT MEETING

The next scheduled remote meeting of Rackenford & Creacombe Parish Council is on Tuesday 3rd November 2020, at 7.30pm.

2020-38 MEETING CLOSURE