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|  | **Minutes of the Parish Council meeting held on Wednesday 29th July 2020 at 7.30pm via Zoom call** | **Action** |
|  | **Present**: Cllrs Robert Balm, Jessica Kitt, Emily Williams  District Cllr Claire Daunton  Anna Bradnam  Hayley Livermore Clerk |  |
|  | **Open Forum:**  None |  |
| 30/20-21 | **Apologies for absence**  Michael Gingell  Graham Cone  William Neale  Tessa Pleasants  Keith Long |  |
| 31/20-21 | **Declarations of disclosable pecuniary & other interests**  **None** |  |
| 32/20-21 | **Approval of minutes 10th June 20**  Minutes of 10th June 20 were approved at meeting of 22/7. Minutes of 22/7 were approved and Cllr Balm to send signed copy to the clerk. |  |
| 33/20-21 | **Matters arising from the minutes of 10th June 20**  None not covered in agenda |  |
| 34/20-21 | **District Councillor reports**  Circulated before the meeting |  |
| 35/20-21 | **County Councillor reports**  Circulated before the meeting  Cllr Bradnam discussed new HGV assessment process and the county councils concern about this. |  |
| 36/20-21 | **To accept the internal auditors report**  Circulated before the meeting. Auditor raised that cemetery risk assessment was not adopted before 31st March 20, this was due to meeting be cancelled due to Covid 19. Clerks P60 not seen and budget reports may need to be more detailed in future. |  |
| 37/19-20 | **To receive and adopt the Annual Governance statement for 2019-20**  All statements on the Annual Governance statement were read out by the chair and it was agreed to indicate a ‘yes’ to all. The annual governance statement to be signed by the Chairman and responsible financial officer. |  |
| 38/20-21 | **To receive and approve the accounting statement for 19-20**  The accounts of the year 2019-20 were approved and to be signed by the chairman and responsible financial officer. |  |
| 39/20-21 | **To declare the parish council exempt from External audit for 2019-20**  Due to the council’s income and expenditure both being less than £25,000 for the year 19-20 we are able to declare ourselves exempt from external audit. This was agreed and the exemption form to be signed by the Chairman |  |
| 40/20-21 | **LHI**  Closing date for applications is 30th September. Cllr Balm to arrange a site visit with Josh Rutherford to discuss options. |  |
| 41/20-21 | **Play area/quote for village repairs**  Quote for £325 accepted for removing ivy from toilet block, removing and reinstating loose bricks around steps, replace toilet system filler and repair gatepost. |  |
| 42/20-21 | **Zero Carbon communities grant**  Applications to the Zero carbon communities fund are open and will be accepted until the end of September. This year focuses on 3 areas- Cycling, community buildings and tree planting. Cllr Kitt to discuss with Emma Dyer at SCDC re possible options for Horningsea that fit into these categories. |  |
| 43/20-21 | **Website**  New regulations come into force in September regarding accessibility to parish council websites. Cllr Balm to look at our website to ascertain what needs to be done to comply with the regulations and will hopefully be able to make the changes himself. |  |
| 44/20-21 | **Anglian Water Waste Water Treatment Plant Relocation**  Consultation for Phase 1 ends on 19th August. It was agreed to write to Anglian Water to ask for an extension to the consultation period. We need to prepare response in case this is not granted. Extra meeting to take place on 5th August to discuss. |  |
| 43/20-21 | **Finance**   1. Payments have been made since last meeting   1. chq 816- Cambridge water-£ 23.91  2. chq 817-HMRC-£16.20  3. chq 818- H Livermore-£22.89  4. chq 819- Red Shoes accounting-£45.00  5. chq 820- Kiddle Grounds maintenance-£972.25  6. chq 821- H Livermore-£63.20   1. Bank reconciliation-As of 10/7/20 there was £34862 across the 2 accounts. Of this £3000 is ringfenced for asset purchase only. 2. Budget reports   Spending is in line with budget. |  |
| 44/20-21 | **To accept matters for the next agenda**  **Meeting to be held Wednesday 30th September at 7.30pm via Zoom call** |  |
|  | **The meeting closed at 21:20** |  |