

CLERK'S REPORT – 9th June 2020

Asset Register and Risk Assessment Review for Asset Insurance Values – Agenda Item 8.

The asset register needs minor revisions as per Auditors comments.

The Standing Orders and Financial Regulations need to be updated to deal with Remote Meetings arising from the CoronaVirus Emergency so going forward so they make provision for a similar occurrence in the future. Under the current Standing Orders this can only be done at a face to face meeting of the Council, and it is therefore a task to be undertaken when normality returns.

The Risk Assessment should also be reviewed in due course.

This does not appear on the agenda and like the role of Chair and Vice Chair will continue to the Annual Parish Council Meeting in 2021.

Parish Council Matters – Parish Councillors' Individual Responsibilities

Responsibilities are currently listed and reported as:-

- Lyn Alvis** Footpaths and Bridleways, Rights of Access and Stiles, Neighbourhood Watch, ALCA Representative, B&NES Parishes liaison, Village Bus Service; Bus Shelter, Planning, Village Sweeper Truck
- James Bradby** Church liaison, Village Signs – footpaths, roads etc., Footpaths and Bridleways Rights of Access and Stiles, and Hedgerows and Verges, Planning
- Adelle Brenner** Road Safety, Public Seating and benches, and School Liaison
- Gavin Douglas** Graffiti and Litter, Fly Tipping, Litter bins, Dog fouling, Monkton Combe School liaison, Police Authority liaison, Planning
- Andreea Imecs** Finance, Broadband, Planning, Mill Leat and Weir, Grit Bins
- Mike Wareham Vice Chairman** Roads and Highways, Gullies and Drainage, Planning
- Des Wighton - Chairman** Planning Applications, policy and consultation, Parish Plan, ALCA Representative, Village Hall liaison, Village Hall Car Park and Garden, Village Playground – health safety and maintenance, Village Lock-up, Mill Lane Phone Box
- Geoff Davis – Clerk** Responsible Financial Officer, Parish Notice Boards and Communication

Parish Liaison meeting – Agenda Item 14

There are no dates for future meetings at present.

Dates for Future Meetings – Agenda Item 18

Dates for future meetings for the coming year need to be agreed. In the light of the current situation, having conducted all the essential Parish Council Business at this meeting the following suggestions are made:-

Monday 14th September 2020

Monday 16th November 2020

Monday 25th January 2021

Monday 22nd March 2021

Annual Parish Meeting: Monday April 26th 2021

Annual Parish Council Meeting: May 24th 2021

With all meetings to be held as normal in the Village Hall at 7:30 p.m.

And for the period to 14th September 2020:-

The Parish Council Resolves to conduct discussion of matter by e-mail and to delegate to the Clerk the Authority to carry out those decisions reached. It re-affirms the Resolutions made on 20th March 2020, minute references 383, 384, and 385 to delegate the necessary Financial powers to the clerk for both the Civil Emergency and the day to day running of the Parish affairs.