

Minutes of a Meeting of Wootton Parish Council held on Wednesday June 11th 2020 at 7pm as a Zoom meeting

The normal AGM and Open Parish Meeting have had to be cancelled this year because of Covid19 restrictions on public meetings. Meanwhile we aim to have Zoom meetings at our normal times in the year, unless the regulations change. Any items which need signing will be done after the meeting by the Chairman and the Clerk under safe Covid19 rules.

Present (Parish Council): Angus Dalton, Tim Dalton, Jacqui Kinch, Dot Adams, John Burgess, Pat Fielding (Clerk).

1. Apologies for Absence: None

2. Minutes of the Last Meeting

The minutes were approved unanimously and will be signed by the Chairman and the Clerk in due course.

3. Matters Arising

Sara is working on the map for the Interpretation Board again.

4. Financial Report

The current account stands at £4377.52. With deduction of today's payments of £323.64 and £13 for electricity the balance is £4040.88. Of this £176.02 will be unspent Transparency Code Grant from SPCA.

5. Authorisation of Payments

- a) Zurich Insurance - £308.66
- b) J. Kinch – Gift for Sara Longley for Calendar formatting - £14.98

6. Annual Audit

The Annual Internal Audit Report had already been completed and approved by our Internal Auditor. All the relevant papers had been circulated prior to the meeting.

a) The Annual Governance Statement.

b) Statement of Accounts, including the Statement of Variance and the Bank Reconciliation.

Both these items were proposed for acceptance by Angus, seconded by Jacqui, were approved unanimously and will be signed by the Chairman and the Clerk in due course.

The Certificate of Exemption was also approved unanimously and will also be signed by the Chairman and the Clerk in due course.

Action: Clerk to return Certificate of Exemption to AGAR

7. Code of Conduct

A new Code of Conduct has been issued by ESBC. It was approved unanimously that we should sign up to this as before.

8. Date of Next Meeting

Wednesday September 16th 2020.