

Minutes of a meeting of Bilsington Parish Council held on Tuesday 7th July 2020 at 7.40 pm.

In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 this meeting was held as a virtual meeting.

Present: S Hudson (Chairman), M Bilham, S Carrington and R Thompson.

In attendance: Peter Setterfield PSLCC, Parish Clerk and Responsible Financial Officer.

Also present: M Angell (KCC) and L Harman (ABC)

756. To receive Apologies for Absence:

Councillor R Corbett.

757. To receive any declarations of interest from members:

.There were no declarations of interest.

758. Minutes:

The minutes of the meeting held on 16th January 2020 were submitted, agreed as a true record and will be signed by the Chairman prior to the next meeting.

759. Website:

The Parish Clerk reported that following the January meeting where members were advised that the current website would no longer be compliant with regulations from August, a suitable Host, Hugo Fox has been identified as providing compliant websites. The only cost to the Council being the purchase of a domain name which is bilsingtonpc.org.uk.

The Chairman requested that the Parish Clerk prioritise the building of the website to enable it to be live in the next two weeks.

760. Asset Register for the year ended 31st March 2020:

Report BPC/20/01 attaches the asset register as at 31st March 2020. It was agreed that the bin in front of the village hall will be removed as it is no longer needed now that the Borough Council has installed a dual purpose bin in close proximity with an emptying cycle.

Resolved:

- 1. To receive and note Report BPC/20/01**
- 2. To receive and note the Asset Register as at 31st March 2020.**

761. Risk Assessment:

Report BPC/20/02 attaches the completed Annual Risk Assessment.

It was highlighted during the process of completing the annual risk assessment that the Parish Council has no 3 year corporate plan in place. The Parish Clerk was asked to bring this forward as an agenda item in September when the previous wish list will be reviewed.

Members also requested some consideration be given to what arrangements could be made in the event of a future pandemic.

Resolved:

- 1. To receive and note Report BPC/20/02**
- 2. To receive and note the annual risk assessment.**
- 3. To place an item on the September 2020 Parish Council meeting to consider a Corporate plan.**

762. Report of the Independent Internal Auditor:

Report BPC/20/04 encloses the report of the independent internal auditor who has been asked to complete the Annual Internal Audit Report section of the Annual Governance and Accountability Return to the Council's external auditor PKF Littlejohn LLP.

Resolved:

- 1. To receive and note Report BPC/20/04**
- 2. To receive and endorse the report of the Independent Internal Auditor**

763. Statement on Internal Control for the year ended 31st March 2020:

Report BPC/20/03 details the statement on internal control to support the Annual Governance Statement required as part of the Annual Governance and Accountability Return for the year ended 31st March 2020.

Resolved:

- 1. To receive and note BPC/20/03**
- 2. To approve and endorse the Statement on Internal Control for the year ended 31 March 2020**
- 3. To authorise the Chairman of the Parish Council to sign the Statement of Internal Control for the year ended 31 March 2020.**
- 4. To respond Yes in boxes 1 to 8 of the Annual Governance Statement at Section 1 of the Annual Return subject to the adoption of Report BPC/20/03 which relates specifically to Box 6.**
- 5. To authorise the Chairman of the Parish Council to sign the Annual Governance Statement.**

764. Statement of Accounts:

Report BPC/20/05 attaches the Statement of Accounts for 2019/20.

Resolved:

- 1. To receive and note Report BPC/20/05.**
- 2. To approve and endorse the Annual Governance Statement at Section 2 of the Annual Return for the year ended 31 March 2020**

3. To authorise the Chairman of the Parish Council to sign the Accounts contained within the Annual Return for 2019/20 and the Annual Governance Statement.

765. Kent County Councillors Report:

Councillor Angell reported that KCC had been supporting communities throughout the Coronavirus pandemic. To date they have supplied 6.5million items of PPE and arranged 3000 deliveries. The libraries whilst being closed have gone online and there have been some 5,100 registrations.

Highways repairs progressed at a good rate as there was less traffic however, there are concerns regarding the number of serious accidents since the lockdown has been relaxed.

Councillor Angell reported that he still had some grant funding available but applications have to be completed by December as KCC members are subject to elections in May 2021.

766. Ashford Borough Councillor's Report:

Councillor Harman reported that Ashford Borough Council worked closely with the Ashford Volunteer Centre during the pandemic and the Officers had a major change in their ways of work. There has been an increase in the rate of flytipping which is of particular concern in Saxonsore, any instances should be reported to the Borough Council.

The planning application at Stone Cross was approved as there were no material considerations to refuse the application.

The enforcement Officer has visited the Woodland at Bliby Wood as a gate had been installed close to the junction, a request has been made to remove it as it is a hazard being too close to the crossroads.

Councillor Harman also reported that she still has grant funding available for community projects.

767. Other items for information:

The Chairman reported that a resident had informed him of a mobile home had been placed next to 1 Monument Terrace. This has been reported to the Enforcement Officer at Ashford Borough Council who will be arranging a visit.

There being no further business the meeting closed at 8.50pm.