

DEREHAM TOWN COUNCIL

9th June 2020

At an online meeting of the **Full Council** held on **Tuesday 9th June 2020 at 7.30pm.**

Present: Councillors L Monument (Chairman), A Brooks, C Bunting, H Bushell, H Clarke, P Duigan, A Grey, K Grey, H King, T Monument and P Morton.

Also in attendance: Town Clerk Tony Needham and District Councillor A Webb.

170. **To receive apologies for absence.**

Apologies for absence were received from Councillor S Green.

171. **Declaration of Interest.**

There were no declarations of interest.

The meeting was adjourned.

District Councillor A Webb updated the meeting on the progress of Dereham Care. Seven hundred volunteers had been recruited, 52 food parcels have been delivered and 500 prescriptions delivered. Councillor Webb stated that was a great effort by all volunteers particularly the coordinators, the efforts were greatly appreciated.

The meeting resumed.

172. To receive, confirm as correct and sign the minutes of the **Full Council** meeting held on **Tuesday 10th March 2020.**

Proposed by Councillor L Monument, the minutes of the Full Council meeting Tuesday 10th March 2020 were approved.

173. To receive, confirm as correct and sign the minutes of the virtual **Extraordinary Full Council** meeting held on **Tuesday 16th April 2020.**

Proposed by Councillor L Monument, the minutes of the Extraordinary Full Council meeting Tuesday 16th April 2020 were approved.

174. **Finance & Governance Committee**

(a) To receive, confirm as correct and sign the minutes of the virtual meeting held on Tuesday 2nd June 2020.

Proposed by Councillor H Bushell, the minutes of the Finance & Governance Committee meeting Tuesday 2nd June 2020 were agreed subject to the following amendment: 'to CAB' be inserted after the word 'awarded' in the first recommendation and Councillor C Bunting to be included with those attending.

(b) To receive a report from the Chairman, discuss any matters arising therefrom and vote on recommendations.

The following recommendations were agreed and approved by the Council:

Consider Grants.

There was one grant application from Citizens Advice.

That £4,500 be awarded to CAB which is the grant from 2019/20 financial year and that the Council would budget for a grant of £5,000 for Financial year 2020/21 provided that the application was made before the end of 2020 calendar year.

To appoint the Internal Auditor for 2020/21

Robin Goreham be appointed as the Internal Auditor for 2020/21 financial year.

To consider operating the Community Car Scheme bank account as a Council Bank account.

The Community Car Scheme bank account be included within the scope of the audit of Town Council accounts. For simplicity, this would take place once the Dereham Cares grant has been fully paid out.

175. **To receive as correct and sign the minutes of the Planning meeting held on Tuesday 10th March 2020.**

Proposed by Councillor L Monument, the minutes of the Planning meeting Tuesday 10th March 2020 were agreed subject to the following amendments: after 'buildings officer' insert a full stop, then insert 'Councillors were concerned to ensure that the change in use was properly managed'.

176. **To receive and adopt the list of accounts paid, the Financial Statement and list of accounts to be paid.**

Proposed by Councillor L Monument, the list of accounts paid, the Financial Statement and list of accounts to be paid were agreed.

177. **To Complete Section 1 of the Annual Return.**

Councillors reviewed all questions individually, these were agreed and signed.

178. **To agree and sign Section 2 of the Annual Return and the Bank Reconciliation.**

This was agreed and signed.

179. **Update on Bishop Bonners Cottages redecoration and damp treatment.**

A verbal update was given.

180. **To agree to grant delegated authority to the Clerk to appoint contractors for redecoration of timber at Cemetery and repairs to Cemetery Chapel Windows.**

It was agreed to delegate authority to the Town Clerk to appoint contractors for redecoration of timber at the Cemetery and repairs to the Cemetery chapel windows.

181. **To consider prioritising work on the Neighbourhood Plan. (Cllr Morton)**
Councillors agreed to keep this under review and have it as an item on the next agenda.

Chairman