

**WHICHAM PARISH COUNCIL  
DRAFT MINUTES OF THE TELEPHONE CONFERENCE CALL  
MEETING OF THE PARISH COUNCIL  
HELD ON WEDNESDAY 22 APRIL 2020 COMMENCING AT 07.30PM**

**PRESENT:** Cllr A Fell(Chair), Cllr M. Cumming, Cllr S Wilson, Cllr S Millar Cllr P Rand,  
Cllr R Jopson

**143/19: APOLOGIES,**

**144/19** The Clerk stated that under the changes in recent legislation that the meeting was compliant with all new recommendations and that all resolutions were binding. Provision had been made for Press and Public to attend the meeting.

**145/19 Exclusions of Press and Public**

None

**146/19 Declarations of Interest**

None

**147/19 Minutes of the meeting held on 11<sup>th</sup> March 2020**

The minutes of the meeting held on 11<sup>th</sup> March 2020 were approved Proposed by Cllr Fell, Seconded by Cllr Cumming. The Clerk stated that all approved minutes would be signed by the Chair at the first meeting held face to face.

**148/19 Police Liaison Report**

A report had been previously circulated.

**149/19 PROGRESS REPORTS**

**149/19.1 Defibrillator**

This project is on hold until the end of the lockdown.

**150/19 Public Participation Session**

None present

**151/19 County Councilor and Borough Councilor Report**

None received

**152/19 Applications for Development**

**152/19.1** To examine applications for development and submit observations to the Planning Authority

7/2020/4031 Silecroft Beach Car Park, Silecroft

Construction of a new café including public toilets and changing places facility

The Council resolved to support this application

The Clerk reported that she was still awaiting the agreement from CBC. The Clerk was instructed to write to Mr Boyce, Cllr K Hitchen, Cllr G McGrath and Mr E Barker requesting that the contract be expedited.

**152/19.2** To ratify the observations submitted by the Clerk under devolved

None

**152/19.3** To note the decisions of the statutory planning authority with regards to recent applications:

7/2020/4029 Monk Foss Farm, Whitbeck  
Dry cow shed; 1 bay extension to dairy  
Prior Approval not required

### 153/19 FINANCIAL RECORDS

**153/19.1** To approve the following payments made under Financial Standing Orders:

Toilet Cleaning	March	£142.00
Keith Brown Electrical	Electricity supply for defib	£144.00

**153/19.2** To note the receipt of payment

Beach donation boxes	£38.84
Church car park donation box	£41.12

**153/19.3** To receive and note the **bank reconciliation** statement

The Clerk reported that the yearend statements would be audited by the internal auditor. It was Proposed by Cllr Fell and Seconded by Cllr Rand and RESOLVED that £10000 be transferred from the current account into the deposit account.

**153/19.4** To consider the **Budget Comparison Report** as at 31 March 2020 and determine action need to address deviations from the budget. The Clerk gave a brief breakdown of the year end budget and reported that there was an overspend of £3431.84 due to the refurbishment of the toilets. Income was £1224.95 above expected. The monies from the overspend were taken from reserves.

It was resolved that a note would be put on the website explaining the increase in the precept and what the monies were allocated to.

**153/19.5** To approve the **Annual Risk Register and Risk Assessment**

The Clerk had previously circulated the document. Proposed by Cllr Fell and Seconded by Cllr Cumming and resolved to accept the Annual Risk Register and Risk Assessment.

**153/19.6** To approve the **Schedule of Assets**

The Clerk had previously circulated the document. It was Proposed by Cllr Fell and Seconded by Cllr Rand and resolved to accept the Schedule of Assets

**153/19.7** To approve the **Annual Governance Statement**

The Clerk had previously circulated the document. It was proposed by Cllr Fell and Seconded by Cllr Wilson and resolved that the council complied with each section of the Governance Statement and that the Chair was approved to sign the document.

### 154/19 PARISH MATTERS

**154/19.1** **Trees on Parish Land**

Poor weather conditions have hampered the remedial works. This is now been suspended until the autumn.

**154/19.2** **Review of Community Plan**

Cllr Cumming reported that the questionnaire had been revamped and was ready to distribute. The project is deferred and the survey will be distributed in the Autumn.

**154/19.3** **Church car park**

Cllr Fell to locate a contractor

**154/19.4** **Play areas Inspection report**

Repairs at a standstill. The Clerk to obtain a price for refencing Silecroft play area.

**154/19.5** **VE Day**

All events have been cancelled/

**154/19.6** **Footway Lighting**

Lighting survey still to be undertaken

**155/19 Reports from outside bodies**

None

**156/19 CORRESPONDENCE** All correspondence had been circulated to councilors. The following had not been circulated.

- None

**157/19 Councilor Matters**

- Cllr Wilson expressed concern regarding an article being displayed on Silecroft Beach Café Facebook page. Cllr Millar stated that the CIC were aware of it and dealing with it.
- Cllr Rand reported that there was a small amount of damage to the wall outside the ladies toilets.
- Cllr Millar enquired who might have the keys for the notice boards on the beach.

**158/19 DATE OF NEXT MEETING** – The date of the next meeting will be 3<sup>rd</sup> June 2020

There being no further business the meeting closed at 20.24

Signed..... Dated.....