**WEDNESDAY 16th JUNE 2021**

The Annual Parish meeting of the Haile and Wilton Parish Council was held on Wednesday 16th June 2021, in Haile Village Hall 7.00 pm. Covid restrictions were adhered to.

**PRESENT** Gordon Smith

 Eva Watson-Graham

 Paul Sutton

 Dave Riley

 Jane Ward – Observer and potential new member

# CHAIR’S REPORT

Gordon gave a brief report for the past 12 months. During Covid 19, there was little to report and few decisions to be made, but Gordon thanked the members for coping in the difficult times. Gordon believed that we had performed everything required of the parish council, despite being reported to CALC for not holding virtual meetings – outcome still pending.

# APPOINTMENT OF OFFICERS/DECLARATION

Gordon was elected as chair, and a copy of the “Declaration of Office” form was signed.

# MEMBER’S INTERESTS

A members interests continuation form was completed by current members, and will be forwarded to the Chief Legal Officer at CBC. Jane was given a new form for completion.

# INSURANCE

It was agreed to renew the insurance with Zurich Municipal. The premium of £283.53 covers public and employer’s liability. There has been no increase for the last two years in premium.

# CALC MEMBERSHIP FEES

It was agreed to renew the membership with CALC at a cost of £154.48 (an increase of almost £10 on last years fee).

# HIRE OF VILLAGE HALL

Due to Covid 19 there were no bookings to pay for.

**VILLAGE HALL CONTRIBUTIONS**

As there are no events in the diary yet due to Covid 19, it was agreed to look at donations at a later date. Hopefully the parish council will be able to fund the annual bonfire night.

# GRASS CUTTING

It was agreed to make a contribution of £500 towards the grass cutting at the church (we didn’t contribute last year). It would be useful to get an overall cost per year for this service – Lesley to request. If the PCC are struggling to get a contractor, suggest they try J Lowe. Would like to request that the parish land also be cut.

# AUDIT

The completed accounts were presented and agreed. The council accepted: -

Section 1 – Accounting statements 2020/21

Section 2 – Annual governance statement 2020/21 (Yes was answered to all questions with the exception of No 9 which was N/A)

Explanatory notes and bank reconciliation were also agreed.

# CLERK’S SALARY & EXPENSES

NALC haven’t reviewed the pay rates yet so the SCP23 rate remains at £11.67. The clerk is paid for 152 hours per year, which equates to £1773.84, and expenses of £84, which were both agreed. The Clerk made an error when paying herself last year which resulted in a £600 underpayment. (Added £1173.84 to expenses instead of £1773), it was agreed to pay this amount.

# BREATHING SPACES

OK for now but will need future work doing. Paul agreed to speak to Lisa to see where her boundary ends.

# BANK BALANCE

The account balance at 31/5/21 was £9831.37. This amount includes the £4000 precept payment received.

# RISK ASSESSMENT

The risk assessment and asset register were reviewed and minor changes made.

**CHAIR:**

**DATE:** TIME - 0.5 hour