

**HUNNINGTON PARISH COUNCIL  
MINUTES OF THE MEETING OF HUNNINGTON PARISH COUNCIL HELD  
VIRTUALLY ON TUESDAY 6<sup>TH</sup> MAY 2021**

**Present: Cllr. Smith, Cllr. Mrs Austin, Cllr. Fitzpatrick, Cllr. Miss Payne, Cllr. Harper and Cllr. McGrath**

**Also, Present: Clerk**

**1. ELECTION OF CHAIRMAN**

- 1.1 Cllr. Smith was unanimously elected as Chairman and due to Covid restrictions will sign the Declaration of Acceptance of Office after the meeting.

**2. APOLOGIES**

- 2.1 County Cllr. Mrs May due to elections.

**3. ELECTION OF VICE CHAIRMAN**

- 3.1 Cllr. Miss Payne was unanimously elected as Vice Chairman.

**4. DECLARATIONS OF INTEREST**

- 4.1 Chairman asked all members present to declare any personal or prejudicial interest on any items on the Agenda.

Other Disclosable Interest

Cllr. Harper – Member of Hunnington and Romsley History Society and St Kenelm's District Church Council

**5. GENERAL POWER OF COMPETENCE**

- 5.1 As the parish council adhere to all the criteria, it was unanimously **RESOLVED** to adopt the General Power of Competence.

**6. INSURANCE**

- 6.1 It was confirmed all insurance cover arrangements are in place in respect of all insurable risks.

**7. ASSET REGISTER**

- 7.1 Asset Register has been reviewed by the Internal Auditor and Council and adequately covers all council's assets.

**8. POLICIES AND PROCEDURES**

- 8.1 All council policies, procedures and practices in respect of its obligations under the Freedom of Information, GDPR and data protection legislation were reviewed and adequate policies are in place.

**9. EMPLOYMENT PROCEDURES**

- 9.1 Employment procedures were reviewed and adequate procedures are in place.

**10. STANDING ORDERS**

- 10.1 Standing Orders were noted with no amendments.

Hunnington Parish Council

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Signature.....

## 11. CODE OF CONDUCT

- 11.1 All councillors were reminded of continual adherence to the Code of Conduct.

## 12. FINANCIAL REGULATIONS

- 12.1 Financial Regulations were noted with no amendments.

## 13. MINUTES OF THE PREVIOUS MEETING

- 13.1 It was unanimously **RESOLVED** that the minutes of the meeting held on 16<sup>th</sup> March 2021 be signed as a correct record.

## 14.1 CO-OPTION OF NEW COUNCILLORS

It was unanimously **RESOLVED** for Louise Ensor and Curt Myatt to be co-opted as parish councillors. Due to Covid restrictions Clerk to arrange for the Declaration of Acceptance of Office to be signed and Register of Interest form to be filled in.

## 15. FINANCE

- 15.1 It was unanimously **RESOLVED** to ratify payments made in April 2021.

- 15.2 Quarterly Bank Reconciliation Statement approved by all Councillors.

- 15.3 Accounts for Payment (two councillors to sign)

HMRC	Payroll Taxes Due	£105.80
N Williamson	Maintenance	£155.00
Worcestershire CALC	Subscription	£374.66
SLCC	Community Governance	£490.00
Candoo	Website	£30.00
Richard Poole	Maintenance	£315.00

- 15.4 To approve Section 1 of the Annual Governance and Accountability Return, the Annual Governance Statement for financial year to 31/03/2021. - Councillors reviewed S1 AGAR, the Annual Governance Statement which had been issued in advance of the meeting and responded 'YES' to each of the first eight assertions, 'N/A' to the ninth assertion. It was unanimously **RESOLVED** that the Chairman and Clerk sign.

- 15.5 To approve Section 2 of the Annual Governance and Accountability Return, the Annual Accounting Statements for the financial year to 31/03/2021. Councillors reviewed S2 AGAR, the Accounting Statements 2020/21 which had been circulated as part of the agenda. It was unanimously **RESOLVED** that the Chairman and Clerk/RFO sign. As the council's higher gross of income did not exceed £25,000.00 in the year to 31<sup>st</sup> March 2021 it was unanimously **RESOLVED** to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities Regulations 2015).

- 15.6 To confirm receipt of £6,597.50 half-yearly Precept from Bromsgrove District Council.

## 16. PLANNING MATTERS

### 16.1 District Council Decisions

None

### 16.2 Planning Applications for Parish Council Comments

Nothing to report

### 16.3 Appeals

Huntington Parish Council

None

**17. ROADS/FOOTPATHS/TRAFFIC/HIGHWAYS**

- 17.1 Update on Covid Trees and Memorial Benches – it was unanimously **RESOLVED** to apply to Bromsgrove District Council Community Grant Scheme for £5,000.00 to purchase 3 benches and blossom trees to make a remembrance area with 2 benches at the top of the parish and another one down the bottom, location to be agreed. Clerk to apply for the grant.
- 17.2 Cllr. Miss Payne brought up the issue of inappropriate and dangerous parking outside of the Cricket Club. It was agreed for Cllr. Miss Payne to approach the Club to ascertain whether they would be prepared to put up signage asking people to park considerately.
- 17.3 Speeding on Bromsgrove Road was again discussed fully and options of new village gates with road markings was mentioned. Clerk to arrange a meeting with Highways Engineer and County Councillor to look at ways forward.

**18. PARISH LENGTHSMAN/MAINTENANCE**

- 18.1 Nothing to report

**19. OUTSIDE MEETINGS**

- 19.1 Nothing to report

**20. TRAINING**

- 20.1 Nothing to report

**21. DISTRICT COUNCILLOR'S**

- 21.1 No reports received

**22. COUNTY COUNCILLOR**

- 22.1 No reports received

**23. CLERKS'S REPORT**

- 23.1 As the legislation for virtually meetings had been removed by Central Government it was unanimously **RESOLVED** to adopt the Emergency Powers Policy giving delegation to the Clerk.
- 23.2 Clerk thanked Cllr. Harper and Cllr. Fitzpatrick for all their hard-work and commitment to the parish council and personally for the long time she had worked with them in her career to thank them for their advice and friendship over the years, they have been a wonderful asset to Hunnington.

**24. TO RECEIVE REPORT OF PARISH COUNCILLORS**

- 24.1 Nothing to report

**25. DATE OF NEXT MEETING – To be agreed**

Signed .....

Chairman, Hunnington Parish Council

Hunnington Parish Council

May 2021

Signature.....