

Boyton Parish Council DRAFT Minutes
Combined Annual Parish Meeting and Annual Council Meeting
held via zoom at 6.30 p.m. on 1 June 2020



Minute Ref		Action	Completed
120819.4	Boyton Emergency Plan	AC/Clerk	review
010620.8(ii)	Accessibility Statement for website	Clerk	

Payments authorised since last meeting

20/04/20	Clerk's salary (quarterly Jan-March)	384	309.00
30/04/20	Renewal of Insurance CAS	385	127.68
04/05/20	SALC - Membership subscription	386	139.55
04/05/20	SALC Payroll (6 months)	387	21.60
04/05/20	Title Deeds view (JP)	388	3.00
28/05/20	Internal Audit (TB)	389	80.00

Payments received since last meeting

10/05/20	CSA Farms (defib)		100.00
25/03/20	VAT refund		91.71
29/04/20	East Suffolk Precept		2,000.00
01/06/20	SCC 50% of funding for Boyton Bats		321.50

	Attendance Chair - Richard Jesty (RJ), John Pilgrim (JP), Andy Cassy (AC), Iain Johnston (IJ), SCC Wilford Division Andrew Reid (AR), ES Deben Ward Cllr James Mallinder (JM), 4 members of the parish	
1.	No apologies received	
2.	Declarations of Interest and Applications for Dispensations - none received	
3.	<p>Public Session (due to the current Coronavirus Pandemic and Government guidelines BPC are unable to hold a physical Annual Parish meeting, however please contact boytonpc@gmail.com if you have any issues, concerns or suggestions.</p> <p>Complaints received regarding crop irrigation sprayers - not being considerate of the roads - particularly in Mill Lane causing mud - vehicle was stuck - to be monitored, communicate - AR mentioned he is having same discussions. The fine weather and lockdown has increased traffic, visitors to the area and increased littering. Concern received regarding dogs off leads and walkers not keeping to public rights of way - walking through farmyards and fields that have been sprayed - being a H&S issue. Increased litter and serious fire risks with BBQ's on Boyton Dock and Capel Green where 'tinder box' conditions - used charcoal being thrown onto saltings. Suggestion for more public signage i.e. Butley Ferry, left along river wall - request signs perhaps with RSPB or Forestry Commission</p>	RJ to contact RSPB/ Forestry Comm

4.	Reports received SCC April and May Newsletter distributed to Cllrs - AR will attend at Thursday's meeting to review any questions. ES DC JM - May Newsletter distributed to Cllrs - highlighting recent return of car parking charges, and getting back to normality with recycling centres re-opening with booking system, and return of green bin collection. Will attend on Thursday's meeting re discussion on re-wilding verges. Proud of the Peninsular - every village has had it's own volunteer group looking after each other, and how lucky we are living in such a fantastic area and the goodwill we have to nature and the environment - pushing forward with environmental friendly policies and initiatives. Looking forward to a brighter future RJ - presented Year End Report - circulated and on website - Defibrillator has been installed - hoping that when lockdown is eased we can hold the initial seminar and a photo shoot for the inaugural opening. BPC are keen to promote a green agenda - environment for example Quiet Lanes Please email boytonpc@gmail.com if you would like a copy of any report	
5	Richard Jesty was thanked by the Council for previous year. Proposed by JP, seconded by IJ and agreed by all to continue as Chair. RJ accepted. Declaration of Acceptance of Office signed	
6	Vice-Chair vacancy - John Pilgrim proposed by RJ, seconded by AC and agreed by all. Declaration of Acceptance of Office signed	
7	To approve Minutes Annual Parish minutes from last year, 8 April 2019, discussed, shared by RJ and as on website. Minutes were approved and signed Draft Minutes from previous meeting 5 March 2020 were reviewed, screen shared and as on website - EP under review. Defibrillator has been installed - to note kind donation from CSA Farms received - as account summary on website. No further discussions on Church Hall at this time. Proposal for Quiet Lanes continuing, AONB and bat box project agreed. Minutes were approved and signed.	
8	To confirm roles for 2020/21 i) Internal Auditor currently Trevor Brown - Clerk confirmed TB happy to continue to provide internal audit service for BPC - all Cllrs agreed ii) Clerk to continue as RFO for BPC - all Cllrs agreed	
9	Finance: i) Year End Accounts as at 31 March 2020 - accepted and signed ii) To accept Internal Auditor's Report for 2019/20 and Section 3 of Part 3 of the Annual Governance and Accountability Return 2019/20 - all in agreement - noting 2.8 website accessibility statement - to be completed by September 2020 iii) Section 1 and 2 of Part 3 of the Annual Governance and Accountability Return 2019/20 completed and note Certificate of Exemption - all in agreement iv) To authorise payments made since last meeting - as above table - noting insurance agreed and 3 yr reduced fixed payments by emails - all agreed v) To note payments received since last meeting - as above table - agreed	Accounts published AGAR to be signed at physical meeting
9	Meeting finished at 7.10 p.m. Follow up meeting on Thursday 4 June at 6.30 p.m.	
Minutes agreed		
Signed Date		