

# WELLESBOURNE & WALTON PARISH COUNCIL

Minutes for a virtual Extra Ordinary meeting of the Council on Tuesday 30<sup>th</sup> June 2020 at 7.00pm via ZOOM online meeting facility

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Present: Chairman: Cllr Mrs Prior      Councillors: Mrs Bolton, Cannon, Dipple, Kendall      Clerk: Mrs Scriven  
Finance Officer: Mr Thomas      Members of public: 0

1. **Welcome**
2. **Confirmation of the order of the agenda** - agreed
3. **Apologies for Absence** – Cllrs Mrs Burnard, Harte, Keogh-Bywater  
(Absent from meeting without apologies: Cllrs Jackson, Mrs Paige Stimson, Mrs Patalong)
4. **Identification of any items that might be resolved for confidential session** - none
5. **Declarations of interest** - none
6. **Open session for members of the public to raise any matters of relevance to the Parish** – none

Cllr Cannon left the meeting – (home working/childcare)

## 7. **AGAR (Annual Governance and Accountability Return) and additional required information and Internal Audit**

**7.1 Consideration of the Internal Audit Report** – Cllrs considered the document noting the auditor’s comment about payments to Church of England. It was agreed that it should be explicit in the grant notes that the grant was for the church clock only which is permitted. Cllrs congratulated the staff on their exemplary work.

### 7.1.2

<b>Recommendation to approve the Internal Audit report</b>	<b>Prop: Cllr Prior, 2<sup>nd</sup> Cllr Dipple carried</b>
Cllr Votes: Cllr AP – yes, TD – yes, RB – yes, DK - yes	

**7.2 Consideration of the AGAR and associated additional required documents** – Councillors discussed in detail the content of the AGAR and associated additional documents with the Clerk and Finance Officer.

### 7.2.1

<b>Recommendation to approve Section 1 of the Year End AGAR</b>	<b>Prop: Cllr Prior, 2<sup>nd</sup> Cllr RB carried</b>
Cllr Votes: Cllr AP – yes, TD – yes, RB – yes, DK - yes	

### 7.2.2

<b>Recommendation to approve Section 2 of the Year End AGAR and additional required documents for External Audit</b>	<b>Prop: Cllr Prior, 2<sup>nd</sup> Cllr DK carried</b>
Cllr Votes: Cllr AP – yes, TD – yes, RB – yes, DK - yes	

Cllr Cannon re-joined the meeting

## 8. **Urgent Planning**

### 1.

<b>20/01280/FUL</b>	<b>Proposed rear side extension with roof garden over existing and proposed garage. Existing garage conversion</b>		
<b>At</b>	<b>181 Dovehouse Drive Wellesbourne</b>	<b>For</b>	<b>Mr &amp; Mrs Feeney</b>

<b>Planning Officer</b>	<b>Ryan O'Keeffe</b>	<b>Date</b>	<b>6<sup>th</sup> July 2020</b>
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No objection Prop Cllr AP, 2<sup>nd</sup> Cllr OC Cllr votes: AP – yes, OC – yes, TD – yes. Cllrs RB & DK abstained

2.

<b>20/01427/TREE</b>	<b>T1 Conifer – fell</b>		
<b>At</b>	<b>52 Chapel Street, Wellesbourne</b>	<b>For</b>	<b>Ms Debra Hunter</b>
<b>Planning Officer</b>	<b>Assistant planner</b>	<b>Date</b>	<b>2<sup>nd</sup> July</b>

No objection Prop Cllr DK. 2<sup>nd</sup> Cllr RB Cllr votes: DK – yes, RB – yes, AP – yes, TD – yes, OC - yes

11

**9. Risk Assessment – return to work – Cllrs AP/RB**

Cllrs considered the document and added:

- Staff to supply own refreshments and cups
- No refreshments to be offered to visitors
- Face masks to be supplied to visitors when offices open to public – all entering the building will be required to wear a mask
- Chedham’s Yard, CAB (Citizens Advice Bureau and the SDC CAT (customer access terminal) – these facilities will be closed for use until further notice and once restriction lifts, strictly by appointment only
- Virtual meetings to be set up between Clerk and Admin Assistant

It was agreed that the Admin Assistant could return to the office in order to progress the Index document, once completed home working will resume

**10. Cllrs & Clerk exchange of information**

Cllr Mrs Prior – Open Air Cinema – the event organiser had been in touch with SDC who were supportive of the event. Details have been supplied to SDC to arrange licencing; further detail of the event will be with the July agenda.

Cllr Cannon – asked if the Cllr documents could be supplied by electronic mail in future – August agenda item.

Cllr Dipple – none

Cllr Kendall – none

Cllr Mrs Bolton – none

Clerk – none

Finance Officer – apologies for no narrative with the monthly accounts, to follow.

**11. Date of next meeting – 7<sup>th</sup> July 2020**

There being no further business to discuss, the meeting closed at 8.00pm

Chairman: Cllr Mrs Prior.....

Signed.....

Date.....

Completed 1<sup>st</sup> July 2020