

## TERRINGTON PARISH COUNCIL

### Minutes of an Interim Administrative Caucus held under delegated powers at Plump House on Tuesday 21 April 2020 at 15:00.

**Present :** Cllr Winning (Chair), Cllr Barnett (Acting Clerk and RFO)

**Public :** no members of the public were present

*In view of Government advice regarding social distancing during the Covid 19 lockdown and the decision at the TPC meeting on 20 March 2020 to devolve decision making power to Cllr. Barnett (Acting Clerk) and Cllr Winning (Chair) the caucus was held in Cllr Winning's patio with over two metres distance between both those present.*

#### **1. Edwin and Beryl Cooke:**

It was with great sadness that Cllr Winning noted the deaths of Edwin and Beryl Cooke, both longstanding residents of Terrington. Edwin contracted Covid 19 and died in hospital on April 11. Beryl passed away the following day after a long struggle with motor neurone disease. Those present paused for a minute's silent reflection.

Cllr Winning noted that Cllr Stockdale has liaised with the family and funeral director and the funeral cortege will be walked through the village shortly after 12:30 pm on Tuesday 28 April, when it is hoped residents will stand at safe distances outside their houses to pay their respects as the cortege passes.

#### **2. Minutes:**

Cllr Barnett informed the caucus that the minutes of the TPC meeting held on 20 March had been approved by e-mail by five of those present with one nil response. Cllr Barnett noted that the approved minutes had been passed to Keith Adkins who has posted them on the TPC website.

#### **3. Devolution of council powers- modus operandi:**

Cllr Winning noted that, whilst decision making power had been devolved to Cllr Barnett and himself, it had been agreed by both that they would nevertheless consult appropriately with Councillors until normal meetings can be resumed.

Cllr Winning had advised all Councillors that a recent change in legislation meant it is now possible to hold Remote Meetings via video link or conference call. Cllr Winning asked if Councillors would prefer this to himself and Cllr Barnett acting as described above. Cllr Winning confirmed that the modus operandi described above was that preferred by Councillors.

The caucus noted that should a significant item occur during the government restrictions (e.g. a major planning application) or if Councillors views varied significantly the option of setting up a conference call or video meeting would again be explored.

All Councillors had been consulted about this proposal and endorsed this course

of action. It was therefore formally proposed and agreed by the caucus to retain the operation of Delegated Powers whilst consulting with all Councillors by e-mail and/or telephone - proposed: Cllr Winning, seconded: Cllr Barnett.

#### **4. Council Officers – 2020/21:**

It was noted that we are not required to hold an Annual Meeting in 2020 or for the duration of the Covid-19 epidemic. This defers the appointment of officers until 2021, unless the Council decides to deal with this issue at an earlier meeting.

The Council needs to decide who is to be Chair and who is to be Responsible Financial Officer for the 2020/21 fiscal year, or to retain the existing officers if they accept this. Cllr Winning and Cllr Barnett both confirmed their willingness to continue in their respective offices. Cllr Winning informed the caucus that he had consulted with all other Councillors and Cllr Winning and Cllr Barnett continuing in office was unanimously endorsed and the caucus formally approved this proposal. Proposed: Cllr Winning, seconded: Cllr Barnett.

#### **5. Dog waste bin in Mowthorpe Lane:**

A dog bin has been requested at the track entrance to Primrose Hill. The Glasdon Fido 25 was found to be the most competitively priced bin costing between £129.08 and £133.14 incl. delivery & VAT (fully recoverable) plus circa £10 for the post concrete (post already obtained at nil cost). Total Cost up to £143.14.

All councillors had been consulted about this proposal by Cllr Winning and endorsed this course of action. It was therefore formally agreed by the caucus - proposed: Cllr Winning, seconded: Cllr Barnett.

#### **6. Payments:**

Cllr Barnett informed the caucus that we have a request for payment of £38.00 from Ryedale DC for green waste removal from the TPC brown bin at the cemetery. A parallel payment has been approved in previous years.

Payment was therefore formally agreed by the caucus - proposed: Cllr Barnett, seconded: Cllr Winning.

Cllr Barnett also noted that a direct debit payable to Eon for £101.99 had been debited to our bank account on 14 April. This is for payment for the defibrillator electricity supply, an item previously approved by the Council.

#### **7. Certificate of Exemption:**

Terrington Parish Council is obliged, as a 'smaller' Authority where the annual expenditure is below £25,000, to confirm that it is exempt from having the Parish Accounts externally audited by completing and submitting a Certificate of Exemption. As it remains the case that we are such an Authority, this form has been completed and signed by Cllr Barnett as RFO and Cllr Winning as Chair. Cllr Barnett informed the caucus that this Certificate will now be submitted to the external auditors on behalf of Terrington PC.

Cllr Barnett informed the caucus that, whilst the accounts for 2019/20 are completed, he is still familiarising himself with legislation concerning submission

of returns and publication of the accounts. Cllr Barnett confirmed that a Thornton le Clay Councillor, who is also a qualified accountant, has agreed to review the accounts in due course.

**8. Terrington CV Support Group / Covid 19 lockdown:**

Cllr Winning reported that this had been extremely well supported with in excess of 100 community members volunteering to help their neighbours if needed. Uptake for the service had been modest to date. Cllr Winning felt this was as many informal help arrangements were in place, leaving the CV support group as a “safety net” facility.

**9. Next Caucus:**

To be held when further decisions need to be formally confirmed. All Councillors will continue to be consulted on matters as they arise.