

Stone Town Council

Minutes of the meeting held virtually on Tuesday 4 August 2020

NOTE: Due to the Coronavirus Pandemic (COVID-19) and Government Guidelines on public gatherings, the meeting was held virtually on Zoom. Members of the public were invited to observe the meeting streamed live on YouTube.

PRESENT: Councillor M. Green in the Chair and
Councillors: T. Adamson, Mrs A. Burgess, J. Davies, Mrs L. Davies,
Fordham, Mrs J. Hood, T. Kelt, R. Kenney, P. Leason, J. Powell,
C. Thornicroft and R. Townsend.

ABSENT: Councillors: K. Argyle, A. Best, Mrs K. Dawson, M. Hatton and J. Hickling

The Town Mayor called for a one minute silence in memory of former Town Councillor Mr George Beecham who had recently passed away.

C20/110 **Apologies**

Apologies were received from Councillors: K. Argyle, A. Best,
Mrs K. Dawson and J. Hickling

C20/111 **Declarations of Interest and Requests for Dispensations**

None received

C20/112 **Representations from Members of the Public**

None

C20/113 **Minutes**

RESOLVED:

That the minutes of the meeting of the Town Council held on the 4 February 2020 (Minute Numbers C20/098 – C20/109), be approved as a correct record.

C20/114 **Committee Minutes**

RESOLVED:

- a) The minutes of the General Purposes Committee meeting held on the 4 February 2020 (Minute Numbers GP20/167 – GP20/184), were noted.
- b) The minutes of the Planning Committee meeting held on the 4 February 2020 (Minute Numbers P20/091 – P20/096), were noted.
- c) The minutes of the General Purposes Committee meeting held on the 3 March 2020 (Minute Numbers GP20/185 – GP20/199), were noted.
- d) The minutes of the General Purposes Committee meeting held on the 24 March 2020 (Minute Numbers GP20/200 – GP20/210), were noted.

C20/115 **Draft Committee Minutes**

RESOLVED:

- a) The draft minutes of the Planning Committee meeting held on the 3 March 2020 (Minute Numbers P20/097 – P20/102), were noted.
- b) The draft minutes of the General Purposes Committee meeting held on the 7 July 2020 (Minute Numbers GP20/211 – GP20/222), were noted.

C20/116 **Six Month Attendance Rule**

The Town Council considered, in view of the COVID-19 emergency and its inability to hold Council meetings, a motion defining the method by which the six month rule requirements (of section 85(1) of the Local Government Act 1972) be calculated for Members' attendance at meetings.

After the proposal was seconded to disregard in the calculation the time period during lockdown when no meetings were held, a named vote was requested and everyone in attendance was in favour of the motion.

RESOLVED: That, having regard to the impact of the COVID-19 pandemic, the time where no meetings were held between the General Purposes Committee meeting on 24th March 2020 and the following General Purposes Committee meeting on 7th July 2020 be disregarded for the purpose of calculating the “six months” requirements of section 85(1) of the Local Government Act 1972 for all members.

C20/117 **Internal Auditor’s Report 2019-20**

The Council considered the following documents which had been circulated with the agenda, prior to the meeting:

- a. Formal Internal Audit submission to the External Auditors*
- b. Report from Internal Auditor*

The Town Mayor reported that the Council is required to consider an Internal Audit Report before approving the accounts for submission to the External Auditors.

RESOLVED: To note the Internal Auditor’s report and submission to external Audit.

C20/118 **Annual Governance Statement 2019-20**

The Council considered the Annual Governance Statement* which must be approved prior to consideration of the Council’s accounts.

RESOLVED: To approve the Annual Governance Statement for submission to the External Auditor for the year 2019-20.

C20/119 **Council Accounts 2019-20**

The Council considered the Town Clerk’s report* and the accounting statement* which had been circulated with the agenda.

RESOLVED:

- a) To approve the Council’s Accounts for 2019-20 as set out in the report of the Town Clerk, including the use of the rollover reserve to allow the transfer of budgets between financial years and its proposed use in 2020-21.

- b) note the variances between the forecast outturn for 2019-20 and the actual outturn, and the reasons identified for the major variances.
- c) To approve the financial statement for submission to the Council's external auditors.

C20/120 **Local Government Transparency Code 2015**
Openness of Public Bodies Regulations 2014

The report of the Local Government Transparency Code 2015* and Openness of Public Bodies Regulations 2014 were noted for the quarters ending 31 March 2020 and 30 June 2020.

C20/121 **Civic Announcements**

There were no Civic Announcements due to the Coronavirus lockdown.

C20/122 **Town Mayor's and Deputy Town Mayor's Reports of Engagements**

The Town Mayor's and Deputy Town Mayor's Announcements, which had been previously circulated, were noted.

TOWN MAYOR

* Items marked with an asterisk refer to reports or papers circulated with the agenda or distributed at the meeting. They are attached as an appendix to the signed copy of the Council minutes.