

**Minutes of Nedging-with-Naughton Parish Council Meeting  
(Virtual Meeting via Zoom – due to the Covid-19 Virus)  
held on Tuesday 14th July 2020**

Present at the virtual meeting: Cllr Harding (Chairman), Lynn Allum (Clerk), Cllr Witham, Cllr Goodman, Cllr Walker, District Cllr Leigh Jamieson, County Cllr Robert Lindsay. No members of the public accepted the advertised offer to attend.

**1. Chairman's welcome & Apologies**

The Chairman welcomed everyone to the meeting.  
Cllr Pratt was unable to attend and sent his apologies.

**2. Councillors' declarations of interest**

There were no declarations of interest.

**3. Minutes of the meeting held on 02/06/2020**

The minutes of the meeting held on 02/06/2020 were approved and agreed as a true record. These minutes will be signed by the Chairman at the next meeting at which the Council will be in attendance in person.

**4. Matters arising directly from the minutes**

There were no matters arising from the minutes.

**5. Reports from the visiting Councillors**

Cllr Jamieson read the District Report out to the meeting (see attached)  
Cllr Goodman asked when Hadleigh swimming pool would be re-opened. Cllr Jamieson will make enquiries and advise.

Cllr Lindsay read the County Report out to the meeting (see attached)

**6. Report from Village Hall & Community Council Representative**

Cllr Goodman read her report to the meeting. (See attached)

**7. Planning Application DC/20/02405 The Lilacs, Nedging Road, Nedging with Naughton IP7 7HW – Proposal: Outline Planning Application (All matters reserved) Erection of 1 No. Dwelling and Detached Garage**

The Parish Council have no objection in principle to this application.

**8. Any further planning applications received since the last meeting**

No further planning applications have been received since the last meeting.

**9. Finance Report**

Balance b/fwd. from previous meeting 02/06/2020                      £7,020.43

**Income**

Bank Interest	£1.60
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**Expenditure**

18//06/2020	Clerk Exp's Ink Cartridges	£34.99
18/06/2020	SALC - Internal Audit	£186.00
18/06/2020	Clerk's Salary Q1	£635.05
29/06/2020	SKY Broadband Provider direct debit	£25.00

I certify that these minutes have been agreed by the Council as a fair and true record of the proceedings:

Chairman..... Date.....

**Total Expenditure £881.04**

**Balance as at 14/07/2020 £6,140.99**  
**(Community Account £9.02 Premium Account £6,131.97)**

There are no outstanding invoices.

**10. Clerk's Report**

The Certificate of Exemption has been submitted to PKF Littlejohn (External Auditor) on 22/06/2020. All required documents relating to the Internal/External Audits have now been put on the website and noticeboards.

The Exercise of Public Rights – dates have been set for 13/07/2020 to 21/08/2020 and the notice has been displayed.

**Decision Notices:**

DC/20/01874 Vine Farm Barn, Nedging Road, Nedging with Naughton IP7 7HJ – Change of use of agricultural land to equine use and construction of a menage. Planning Permission Granted.

DC/20/01357 Land North West Of, Nedging Road, Nedging With Naughton, Suffolk - Erection of 1 No. detached dwelling and formation of a new access from Nedging Road (following demolition of outbuildings). Planning Permission Granted.

**11. Internal Audit Report/Review the effectiveness of the Internal Audit & Statement of Internal Control**

Internal Audit – Has been completed by SALC, with only 2 advisories:

- a) That the Council may wish to consider and adopt the updated (2019) NALC Model Financial Regulations. (This is item 14 on the agenda)
  
- b) If the Council wishes to declare itself exempt from the requirement for a limited assurance review it must do so at a meeting with a minute reference. This was recorded on the minutes dated 13/05/2020 Item 11 (f)

It was unanimously agreed that standards are being met and the work of the Internal Audit is effective. There is reliable assurance regarding the Internal Controls and the management of risk. There is always a comprehensive report given and comments/suggestions are put onto an action plan which is then reviewed by the Internal Auditor the following year.

Internal Control Statement - The Council agreed that all measures are in place to comply with this. The statement was signed by the Clerk and will be signed by the Chairman at the next meeting at which the Council will be in attendance in person.

**12. Code of Conduct Consultation**

Councillors have been sent all the details via e mail. It was agreed that each Councillor would respond to the questionnaire individually, via the link in the e mail.

**13. Appointment of Clerk/RFO & Review of Contract**

The Clerk's Hours increased from 4 to 5 hours a week as from April 2020. This was agreed 10/03/2020. It was agreed that the contract would be changed to reflect the change in hours and will be signed by the Chairman at the next meeting when Councillors are present. No further changes were required.

**14. Review/ Adoption of NALC Model Financial Regulations 2019 & Risk Assessment**

It was agreed that the Cllr Walker would adapt the NALC Model Financial Regulations 2019 to suit this Parish Council. They will be brought back to the next meeting for adoption and agreement. It was agreed that no changes were required at present to the Risk Assessment.

I certify that these minutes have been agreed by the Council as a fair and true record of the proceedings:

Chairman..... Date.....

**15. Review of Standing Orders**

Notification has been received from NALC/SALC that the model standing orders 2018 have been amended at Section 18 – Financial Controls & Procurement (parts f and g). Clerk to send details out to Councillors regarding the amendments and will be brought back to the next meeting for agreement.

**16. Any Questions**

It was agreed that any informative information received via e mail from Councils, Police etc which could be of interest to members of the public would be considered at that time and a way to disseminate that information would be agreed. Information is also included in the Roundabout Magazine and on the 'Next Door' web site.

The meeting closed at 8.45 pm

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Chairman..... Date.....