

**Minutes of Ridlington Parish Council Meeting  
Held on Wednesday 17<sup>th</sup> February 2021  
Via Zoom**

Attendance	<p>Cllr. D Johnson – Chairman Cllr. M Bryers Cllr. D Harvey Cllr. R Lees Cllr. J Richardson Cllr. D Roome Cllr. D Thatcher C.Cllr. E Baines C.Cllr. W Cross</p> <p>Helen Duckering – Parish Clerk. Joined the meeting at 7.45pm</p>
Apologies	None.
Item	Action
2021/24	<b>The meeting opened at 7.30pm</b>
2021/25	<b>Election of Chairman and Vice Chairman</b>
2021.25.01	<p>It was proposed that David Johnson be elected as Chairman Proposed Cllr. Roome Seconded Cllr. Lees All in favour</p>
2021.25.02	<p>It was proposed that David Roome be elected as Vice Chairman Proposed Cllr. Lees Seconded Cllr. Richardson All in favour</p>
2021/26	<b>Declaration of member's interests and to receive requests for dispensations</b>
	None.
2021/27	<b>Public participation</b>
	No members of the public were present at the meeting.
2021/28	<b>County Councillors</b>
	<p>C.Cllrs Cross and Baines were thanked for their attendance.</p> <p>C.Cllr Cross advised that the police are monitoring the traffic caused by the diversion due to the Gunthorpe rail bridge rebuild. Video evidence of the state of roads prior to the diversion has been captured in order that any damage can be made good by the contractors once the works are complete.</p> <p>C.Cllr Baines reported that the portfolio holder for Highways, C.Cllr Stephenson, is fully aware of the situation with the diversion and hopeful that the actions taken will be successful.</p>

2021/29	<p><b>Election of Officers</b></p> <p>It was proposed that Helen Duckering continues to act as Parish Clerk.</p> <p>Proposed Cllr. Roome Seconded Cllr. Lees All in favour</p>	
2021/30	<p><b>To approve the adoption of the Standing Orders</b></p> <p>It was proposed that the Standing Orders be adopted Proposed Cllr. Thatcher Seconded Cllr. Lees All in favour</p>	
2021/31	<p><b>To approve the adoption of the Code of Conduct</b></p> <p>It was proposed that the Code of Conduct be adopted Proposed Cllr. Thatcher Seconded Cllr. Richardson All in favour</p>	
2021/32	<p><b>To approve the adoption of the Financial Regulations</b></p> <p>It was proposed that the Financial Regulations be adopted. Proposed Cllr. Harvey Seconded Cllr. Thatcher All in favour</p>	
2021/33	<p><b>Minutes of the last meeting held on 17<sup>th</sup> February 2021</b></p> <p>These were agreed and signed by the Chairman.</p>	
2021/34	<p><b>Matters arising from the meeting 17<sup>th</sup> February 2021 not listed separately on the agenda</b></p> <ul style="list-style-type: none"> <li>• Land Registry entries for Village Hall – Cllr. Johnson advised that alterations to the Land Registry entries require a personal appointment at the Land Registry Office. Appointments in person are not currently being made and this matter will therefore be carried forward until it can be completed.</li> <li>• Online banking – Cllr. Johnson advised that there are significant delays actioning any amendments to mandates with Barclays. It is hoped that the setting up of online banking can be completed in the future.</li> </ul>	
2021/35	<p><b>To approve the minutes of planning meetings held on 1<sup>st</sup> April 2021 and 27<sup>th</sup> April 2021</b></p> <p>These were agreed and signed by the Chairman.</p>	
2021/36	<p><b>Clerk's report</b></p> <p>All items dealt with separately on the agenda.</p>	

2021/37	<p><b>Correspondence</b></p> <p>No items.</p>	
2021/38	<p><b>To approve the renewal of annual membership to Leicestershire and Rutland Association of Local Councils £139.22</b></p> <p>It was proposed that Ridlington Parish Council renew its membership of LRALC £139.22  Proposed Cllr. Roome  Seconded Cllr. Harvey  All in favour</p>	
2021/39	<p><b>To approve a donation of £50 to Rutland Citizens Advice</b></p> <p>It was proposed that a donation of £50 be made to Rutland Citizens Advice.</p> <p>Proposed Cllr. Johnson  Seconded Cllr. Bryers  All in favour</p>	
2021/40	<p><b>Climate Change</b></p> <p>Cllr. Johnson advised that a webinar on Climate Change will take place on 12<sup>th</sup> May and will be attended by Cllr. Thatcher. This is an important issue which the Parish Council needs to engage with, take action and lead the way for Ridlington. This will be an agenda item for all future Parish Council meetings. Various ideas such as reducing the number of verge cuts were discussed. It was agreed that ideas will be considered further at a future meeting and Cllr. Thatcher will report back on the content of the webinar.</p>	
2021/41	<p><b>Reinstatement of grass verge at junction of north end of Green Lane with Top Road.</b></p> <p>Cllr. Roome reported that the verge has become narrower over time and that vehicles frequently park causing damage to the verge.</p> <p>The Playing Field Committee are currently considering whether some land could be made available to be rented to the Parish Council to provide parking. This will be considered once enquiries into insurance have been made.</p> <p>It was agreed that the issue of reinstating the verge and the wider issue of parking in Ridlington will be considered further at the next meeting.</p>	
2021/42	<p><b>Handrail for steps opposite village hall</b></p> <p>This matter was discussed at the February meeting and it was agreed that no further action was necessary as an alternative route to the village hall is available for visitors experiencing any mobility issues.</p> <p>It was agreed that the village hall risk assessment will be checked to make sure that the steps are included in the assessment.</p>	

2021/43	<p><b>Road markings</b></p> <p>Markings at the top of Church Road leading to Holygate and the West Lane/Holygate junction are worn. It was agreed that Cllrs. Lee and Richardson would report this for repair via FixmyStreet.</p>	
2021/44	<p><b>Finance</b></p>	
2021.44.01	<p>The financial summary and bank reconciliations were circulated, and these was approved. 2021/47-49 below.</p>	
2021.44.02	<p><b>Payments authorised since the last meeting</b></p> <p>Clerk's salary March &amp; April £201.48 x 2</p> <p>HMRC PAYE Q4 £140.40</p>	
2021.44.03	<p><b>Accounts for payment:</b></p> <p>Zurich Insurance £257.60</p> <p>Clerk's salary May £201.48</p> <p>Payments were approved. Proposed Cllr. Richardson Seconded Cllr. Roome All in favour</p>	
2021.44.04	<p><b>To receive the Internal Auditors report</b></p> <p>The report was not received in time for the meeting and will therefore be considered at the next meeting.</p>	
2021.44.05	<p><b>To approve the Annual Governance Statement 2020/21</b></p> <p>It was proposed that the Annual Governance Statement be approved. Proposed Cllr. Harvey Seconded Cllr. Lees All in favour</p>	
2021.44.06	<p><b>To approve Accounting Statements 2020/21</b></p> <p>It was proposed that the Accounting Statements 2020/21 be approved. Proposed Cllr. Harvey Seconded Cllr. Lees All in favour</p>	
2021.44.07	<p><b>To approve Certificate of Exemption 2020/21</b></p> <p>It was proposed that the Certificate of Exemption 2020/21 be approved. Proposed Cllr. Harvey Seconded Cllr. Lees All in favour</p>	

2021/45	To agree dates of Parish Council meetings 2021/22  The following dates were agreed: 22 <sup>nd</sup> September 2021 17 <sup>th</sup> November 2021 23 <sup>rd</sup> February 2022 11 <sup>th</sup> May 2022	
2021/46	The meeting closed at 8.30pm Next meeting Wednesday 22 <sup>nd</sup> September 7.30pm	

Ridlington Parish Council  
 Finances April 2020- March 2021

The financial year is divided into six two-month periods.

CURRENT PERIOD:		6
	2020-21	Year to date:
<b>INCOME</b>		
Precept:	3,995.00	3,995.00
Interest:		0.56
VAT:		53.55
CIL:		257.87
<b>TOTAL:</b>		<b>4,306.98</b>
<b>EXPENSES:</b>		
Clerk's Salary:	2,900.00	2,944.03
Clerk's Expenses:		171.36
Street Lights - electricity:	100.00	226.34
Defibrillator:	100.00	100.00
Insurance:	270.00	257.60
Training:	80.00	20.00
Audit:	180.00	170.00
Subscriptions:	125.00	130.61
Donations:	50.00	
Asset management:		300.00
Website maintenance:	260.00	329.16
Sundries:		143.88
VAT:		3.22
<b>TOTAL:</b>	<b>4,065.00</b>	<b>4,796.20</b>

**OVERALL SURPLUS/DEFICIT:** -4,065.00

Current a/c: at 1 Apr 2020:	561.42	
Savings a/c: at 1 Apr 2020:	1,226.02	
Adjustments:		
2020/21 opening balance:	1,787.44	
Income to date:	4,306.98	
Expenditure to date:	4,796.20	
Surplus/deficit to date:		-489.22
Bank balance at period end:		<u>1,298.22</u>

2021/47

Balance as per Bank Statement 30th September 2020 C/A			£2,044.08		
Balance as per Bank Statement 30th September 2020 S/A			£1,226.52		
			<u>£3,270.60</u>		
		Payment No.		Unpresented	Presented
<b>Expenditure</b>					
01/04/2020	H Duckering Clerk's salary April	s/o			196.25
28/04/2020	HMRC	257			136.60
28/04/2020	V Wainwright	260			300.00
01/05/2020	H Duckering Clerk's salary May	s/o			196.25
06/05/2020	LRALC subscription	258			130.61
07/05/2020	RCC street lighting recharge	259			113.17
26/05/2020	Zurich Insurance	255			257.60
01/06/2020	H Duckering Clerk's salary June	s/o			196.25
04/06/2020	Zoom US	261			143.88
01/07/2020	H Duckering - clerk's salary July	s/o			196.25
23/07/2020	HMRC	264			136.40
30/07/2020	LRALC - training	263			20.00
03/08/2020	H Duckering Clerk's salary Aug	s/o			196.25
01/09/2020	H Duckering clerk's salary Sept	s/o			196.25
08/09/2020	CHT - defib	265			100.00
28/09/2020	D Johnson - ionos	266			19.32
30/09/2020	H Duckering backpay	268			30.81
					<u>2565.89</u>
<b>Receipts</b>					
07/04/2020	RCC precept				3995.00
08/0/20	Interest				0.33
19/06/2020	VAT refund				53.55
07/09/2020	Interest				0.17
					<u>4049.05</u>
Balance as per account 30/09/20			£3,270.60		
plus unpresented credits					
Less unpresented payments					
Balance as per calc			<u>£3,270.60</u>		

Balance as per Bank Statement 31st March 2021 C/A				£471.64	
Balance as per Bank Statement 31st March 2021S/A				£826.58	
				<u>£1,298.22</u>	
			Payment No.	Unpresented	Presented
<b>Expenditure</b>					
01/10/2020	H Duckering - Clerk's salary Oct		s/o		201.48
06/10/2020	HMRC		267		136.60
02/11/2020	H Duckering - Clerk's salary Nov		s/o		201.48
03/11/2020	D Mitcheson		269		150.00
01/12/2020	H Duckering - Clerk's salary Dec		s/o		201.48
21/12/2020	D Mitcheson		270		163.06
29/12/2020	HMRC		271		148.20
04/01/2021	H Duckering - Clerk's salary Jan		s/o		201.48
01/02/2021	H Duckering - Clerk's salary Feb		s/o		201.48
01/03/2021	H Duckering - clerk's salary Mar		s/o		201.48
01/03/2021	RCC streetlightin g		272		113.17
05/03/2021	LRALC		273		170.00
24/03/2021	HMRC		274		140.40
					<b>2230.31</b>
<b>Receipts</b>					
27/10/2021	RCC CIL				257.87
07/12/2020	Interest				0.03
08/03/2021	Interest				0.03
					<b>257.93</b>
Balance as per account 30/09/20				£1,298.22	
plus unpresented credits					
Less unpresented payments					
Balance as per calc				<u>£1,298.22</u>	

2021/49