

BRAUNTON PARISH COUNCIL



Minutes of the Braunton Parish Council meeting held on Thursday 2nd July 2020 at 9:00 am by video conference call.

- Present** Cllrs: M Shapland in the Chair, E Spear, D Spear, G Bell, P Lord, and J Chesters,
Officers: T Lovell, Parish Clerk & RFO.
- 01/FA/2020/21 **Apologies** Received from Cllr D Relph.
- 02/FA/2020/21 **Declarations of Interest** None received.
- 03/FA/2020/21 **Minutes** RESOLVED: To approve as a correct record the Finance and Administration Committee minutes of the meeting held on the 24th February 2020. (NC)
- 04/FA/2020/21 **Financial Reports**
- a. Members considered the Council's bank transactions from the 1st March to 31st May 2020, circulated prior to the meeting.
RESOLVED: That it be recommended to the full Council that the bank transactions for the period 1st March to 31st May 2020 be approved. (NC)
- b. The Clerk prior to the meeting circulated the bank reconciliation up to the 31st May 2020, attached as Appendix A.
RESOLVED: That it be recommended to full Council that the bank reconciliation up to 31st May 2020 be approved and noted.
- c. The Chair of Finance and Administration and the Clerk updated members regarding budget projections due to COVID-19.

Car Park – had lost potentially lost income of approximately £30,000 since March. The Clerk was meeting with the NDC Car Parks Manager later today to discuss NDC resuming cash collections in the Parish Council car parks as per their Agency Agreement.

RECOMMENDED: That the Clerk updates members following discussions with the NDC Car Parks Manager.

Braunton Community Work Hub – has potentially lost income of £2,500 since March. The Clerk has received interest from businesses wishing to hire the space once it can safely reopen. The Clerk to carry out a COVID-19 risk assessment to be agreed at the full Council.

Parish Hall – has potentially lost income of £1,750 since March. The Clerk will contact the hirers to find out their intention to hire the hall in the future once it can safely reopen.

05/FA/2020/21 **Part II**

It was resolved that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as they involve the likely disclosure of confidential information.

06/FA/2020/21 **Employees returning to work**

Members considered the Clerk's report on Assessing the Risk to Staff at Work that are 'at Risk' or living with someone at risk. It was noted that staff member 17 would be returning to work on Monday the 4th July.

RECOMMENDED: That the Clerk's report be adopted and to carry out a assessment with the member staff on their return to work.

(NC)

The meeting closed at 9:47 pm.

Signed by the Chair:

Date: