**MINUTES OF ALDERTON PARISH COUNCIL MEETING**

Held via Zoom Video Conferencing on Tuesday 30 June at 7 p.m

**Present**: Christopher Langley (CL) Chairman, Nick Rose (NR), Ruth Clark (RC), Robin Gilbert (RG), Tim Giles (TG), Christina Joyce (CJ), Will Palmer (WP), Bill Vaudrey (BV), Mal Ward (MW)

**In attendance**: Joy Andrews (JA), clerk: James Mallinder (JM) District Councillor

**Members of public**: None

1. **Open forum**: No members of public present**.**  JM made his report as he had to leave meeting early. **District Councillor’s Report**: The Newsletter for June 2020 has been emailed to all councillors. JM stated that an application for a Development Consent Order has been made by EDF for the proposed Sizewell C New Nuclear Power Station, he will be working on this with conservation in mind. He is aware of the issues surrounding excessive litter in the area, especially at Bawdsey Quay and Shingle Street and has arranged extra collections and additional bins to be provided. JM stated that he was pleased with the response of local communities during the lockdown caused by the Coronavirus pandemic.
2. **Apologies for absence**: None - all present
3. **Declarations of member’s interests in any items on this agenda:** None
4. **Approval of minutes of meeting**: The minutes of the meeting held on 9 December 2019 were approved and signed.
5. **Matters arising from minutes**: (i) MW reported that he has been in touch with Gary Miller regarding the sale of The Swan Public House. There have been several viewings but the general response has been “nice place, wrong location”. JM offered help from East Suffolk DC with the printing of a survey which is to cover all households in Alderton and Bawdsey. (ii) RC has not yet ordered seat pads for chairs in village hall because of Coronavirus pandemic but will do so when back to normal. (iii) CJ has managed to obtain a plan of the village hall but is not sure if this is sufficient for needs – will follow this up. (iv) WP has checked the defibrillator and the battery is fully charged but the pads have expired, he will replace these. He will also register the unit with the East of England Ambulance Service. JM left the meeting.
6. **To review policies and adopt Financial Regulations** – All policies have been reviewed. The new Financial Regulations were adopted.
7. **Finance**: - **(i) Presentation of Accounts for 2019/2020** – A summary and reconciliation of the accounts were adopted. Expenditure for the year was within the budget. **(ii) To receive internal** **audit report**: - The internal audit has been carried out and found to be satisfactory**. (iii) To consider and complete Annual Governance Statement 2019/20 –** The governance statement was considered and completed by the chairman. This was then signed by the chairman and the clerk. (iv) **To consider and sign Accounting Statement 2019/2020 –** The accounting statement was approved by the council and signed by the chairman and RFO**.**(v) **To consider and complete** **the Certificate of Exemption**:- It was agreed that Alderton Parish Council met all the requirements to declare itself exempt from a limited assurance review and it is not necessary to submit an Annual Governance and Accountability Return to the external auditor. The Certificate of Exemption was completed and signed by the RFO and chairman. **(vi) To authorise payments -**  The payments on appendix 1 were authorised for payment **(vii) To note payments made since last meeting –** The payments shown on appendix 2 were noted.
8. **Review of Assets Register** – The assets register was checked and agreed.
9. **Clerk’s Report** – (i)The clerk reported that notices were delivered to all houses in the village offering help to anyone who needed it during the lockdown caused by the Coronavirus pandemic. 25 volunteers had come forward. 31 requests for help had been received to date covering Alderton, Bawdsey, Boyton, Hollesley and Sutton Heath. These were mainly for help with shopping, collecting prescriptions and lifts to Orford Surgery. The feeling of isolation was also highlighted by a resident and a councillor now calls on a regular basis. (ii) The clerk has received complaints from allotment holders that one of the plots has been left fallow and allowed to become overgrown with weeds. A letter has been sent to the tenant reminding them of the rules and giving notice of termination if these are not adhered to.
10. **Matters to be brought to the attention of the council** – The problem of vehicles of all types speeding through the village was raised again. WP volunteered to check signs through the village and report to Highways as necessary, clerk to write to farmers and haulage firm.
11. **To set date of meetings for forthcoming year** – 14 September 2020 and 14 December 2020 were set. Dates for 2021 to be agreed at next meeting.

The meeting closed at 7.40 p.m

**These are draft minutes which will be verified at the next meeting**