

**CLAYTON PARISH COUNCIL
MEETING HELD VIA MICROSOFT TEAMS
THURSDAY 16th July 2020 – 7.00 pm**

MINUTES

- 2020/026 **PRESENT**
Councillors: J Vasey (chair), R Player, J Thackwray, F Ilyas, G Shutt, J Andrew, S Gudgeon, C Thirkill & P Jowett
- 2020/027 **IN ATTENDANCE**
Claire Hepton, Clerk/RFO
Helen Rankin, Asst Clerk
1 member of the public
- 2020/028 **APOLOGIES FOR ABSENCE**
Cllr Pitts – apologies approved
Cllr Findlay – unauthorised absence
- 2020/029 **ADMISSION OF THE PUBLIC**
(Public Bodies (Admission to Meetings) Act 1960, Local Government Act 1972 s100/100a Ss2/Schedule 12A and Clayton Parish Council Standing Order No.67

None
- 2020/030 **DISCLOSURES OF INTEREST**
(Members Code of Conduct)
To receive disclosures of interests from Members on matters to be considered at the meeting as detailed in the Parish Council Code of Conduct adopted at the Parish Council meeting on 15 November 2012.

None received
- 2020/031 **PREVIOUS PARISH COUNCIL MINUTES AND PROGRESS REPORT**
Previous minutes were reviewed and found to be present and correct.
Resolved: That the minutes are signed by the chairman when the council next meeting in person.
Proposed: Cllr Player **Seconded:** Cllr Thackwray
All in favour
Resolved: That the presented minutes are signed by the Chairman when the council next meet as a true record of the meeting held on 19th March 2020
- 2020/032 **CHAIRMAN’S REMARK**

The chairman wished all members well and looked forward to meeting in person again once it was safe to do so.
Looking back at the past few months he asked members to consider what the Parish Council could’ve done. He asked members to give some thought to this.
- 2020/033 **FINANCE**

 • ***Report from the Finance Chairman***

Cllr Andrew provided a report on finance matters since the last parish council meeting. Updated members that the procedures for payments were still being followed and that bank statements were provided at the quarter end.

- **Annual Accounts for the year ended 31 March 2020**

The annual accounts for the year ending 31 March 2020 had been circulated previously.

No concerns noted.

- **Internal Audit Report 2019/20**

No concerns

- **Audit Commission Annual Return (External Audit – Littlejohn - Return)**

No queries from council members

Proposed: Cllr Gudgeon Seconded: Cllr Ilyas
All in favour

Resolved:

- That the annual accounts for 2019/20 are approved
- That David Horrock's internal audit report for 2019/20 is approved and that he is appointed as internal auditor for 2020/21
- That the Annual Return (AGAR) for 2019/20 is approved.

2020/034

PUBLIC QUESTION AND CONSULTATION

The clerk had received an email relating to the volume of traffic through Town end/tea pot spout. All members agreed that the increase in new build houses would put pressure on this part of the village which wasn't really designed to manage such volumes of cars etc. Cllr Thirkill has already been in contact with Bradford Council and Highways. She also reported that Barratts would soon be putting in a planning application for 70 houses on the land adjacent to where they have already begun building.

The asst clerk updated members on the proposal to re-open the library. A risk assessment would take place. Helen was liaising with staff at Bradford Libraries. More information to follow.

The village hall was starting to re-open. The café, some groups were returning all following social distancing guidelines. The doorstep library had been very popular.

A member of the public asked if the police liaison would take place if the council were still meeting virtually? The chairman explained that they would be welcome it would be if they were able to join subject to the working situation etc.

2020/035

DATE OF NEXT MEETING

17th September 2020 – (tbc government guidelines).

The meeting closed at 7.42 pm