



BEMBRIDGE PARISH COUNCIL

The Clerk to the Council,
5 Foreland Road, Bembridge, Isle of Wight, PO35 5XN
Tel: 01983 874160 Email: clerk@bembridgepc.org.uk



Members of Bembridge Parish Council are summoned to attend a Council Meeting at 7.00 pm on the Tuesday 21st July 2020, held remotely via Microsoft Teams

AGENDA

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND

To observe the meeting as a member of the public/press please email clerk@bembridgepc.org.uk by noon on Monday, 20th July 2020, who will provide access details. Please ensure you access the meeting in good time. Committee members and pre-arranged attendees will be contacted by the clerks to supply the appropriate link to participate in the meeting.

PUBLIC FORUM – There will be up to 15-minutes available for questions from members of the public. Questions must be delivered in writing or by email, to clerk@bembridgepc.org.uk no later than noon on Monday, 20th July 2020. Each question must give the name and address of the questioner.

1. [013/20 Chairman's Announcements](#)

2. [014/20 Apologies for Absence](#)

To receive apologies for absence

3. [015/20 Declarations of Interest](#)

015/20/01 To receive declarations of pecuniary or other interests relating to items on agenda

015/20/02 To consider requests and grant dispensations if appropriate

4. [016/20 Minutes of the last Meeting](#)

016/20/01 To receive for approval minutes of the Full Council Meeting held on 22nd January 2020

016/20/02 To note 4th March 2020 Development Day Notes

5. [017/20 Ratify Decisions made by Email](#)

017/20/01 That the Council considers the Covid-19 Business Continuity Arrangements report and approves the 3 delegations discussed in #5.1, #5.2 and #5.3.

9 Responses 8 Agreed 1 Amendments wanted

AGREED that the Council approve the 3 delegations discussed in #5.1, #5.2 and #5.3

017/20/02 To agree change of Earmarked Budget heading name from Village Hall Roof to Asset Maintenance Fund

9 responses 6 Agree 3 Against

Agreed change of Earmarked Budget heading name from Village Hall Roof to Asset Maintenance Fund

017/20/03 To agree £4,634.89, the balance after Grant Funding, comes out of the Capital Budget

10 responses 7 Agree 3 Against

Agreed £4,634.89, the balance after Grant Funding, comes out of the Capital Budget

017/20/04 To consider and discuss Small Grant request from Bembridge Heritage Society

1 Pecuniary Interest declared **6 Personal Interest declared**
10 responses **6 Agree** **4 Abstained**
Agreed Small Grant request from Bembridge Heritage Society for £250.00

017/20/05 To consider and discuss Parish Asset Grant request from Bembridge Youth & Community Centre

2 Personal Interest declared
10 responses **2 Agree** **7 Against** **1 Abstained**
Refused Parish Asset Grant request from Bembridge Youth & Community Centre

017/20/06 Agree to suspend (17.2) Financial Regulation 2.2 *'at each financial year end, a member other than a cheque signatory shall be appointed to verify bank reconciliations (for all accounts) produced by the RFO'*

10 responses **9 Agree** **1 Against**
Agreed to Suspend (17.2) Financial Regulation 2.2 *'at each financial year end, a member other than a cheque signatory shall be appointed to verify bank reconciliations (for all accounts) produced by the RFO'*

017/20/07 To allow the RFO's to carry out the bank reconciliation for Year End, copies to be forward via email to Councillors once completed and checked at a later date

10 responses **9 Agree** **1 Against**
Agreed to allow the RFO's to carry out the bank reconciliation for Year End, copies to be forward via email to Councillors once completed and checked at a later date

017/20/08 The Risk Assessments have been updated and cover the activities of Bembridge Parish Council including Coronavirus. We ask for your approval for 9 Risk Assessments

Responses 6 including Chairman **Agreed 6**
Agreed Risk Assessments approved

017/20/09 To approve Lightatouch as Internal Auditors for 2020/21

11 responses **10 Agree** **1 Abstain**
Agreed to approve Lightatouch as Internal Auditors for 2020/21

017/20/10 To agree to Carry Forward to 2020-21 Budget £4,230 for Village Partnership due to delay in projects because of Coronavirus lockdown

11 responses **8 Agree** **2 Amendments wanted** **1 Against**
Agreed to Carry Forward to 2020-21 Budget £4,230 for Village Partnership due to delay in projects because of Coronavirus lockdown

017/20/11 To agree to Carry Forward to 2020-21 Budget £600 for Steyne Park Project due to delay in project because of Coronavirus lockdown

11 responses **8 Agree** **2 Amendments wanted** **1 Against**
Agreed to agree to Carry Forward to 2020-21 Budget £600 for Steyne Park Project due to delay in project because of Coronavirus lockdown

017/20/12 Suspend (17.2) Financial Regulation 2.2 *'on a regular basis, at least one member other than a cheque signatory shall be appointed to verify bank reconciliations (for all accounts) produced by the RFO'*.

Agreed to Suspend (17.2) Financial Regulation 2.2 *'on a regular basis, at least one member other than a cheque signatory shall be appointed to verify bank reconciliations (for all accounts) produced by the RFO'*.
8 Responses **All in favour**

017/20/13 To allow the RFO's to carry out the monthly bank reconciliations until restrictions are lifted, copies to be forward via email to Councillors once completed and checked at a later date.

Agreed to allow the RFO's to carry out the monthly bank reconciliations until restrictions are lifted, copies to be forward via email to Councillors once completed and checked at a later date.
8 Responses **All in favour**

17/20/14 To consider a report on a dead Cherry tree in Lane End Cemetery and to vote for the preferred option

11 responses

8 Option 2

3 No Choice Preferred

Agreed: To reduce the tree branches and commission the sculpture as per the above design

17/20/15 To agree which option you prefer 1,2 or 3 as the replacement van

7 in favour of option (3b)

2 different option preferred

3 no responses

Agreed to lease (3.b) Citroen Relay 35 L3H2 2.2 BlueHdi (Diesel / Ad Blue), £263.63 pcm with initial rental of £1539.78 (*Funder Maintained), Year 1: £3,345.19 pa: Years 2 – 5: £3,163.56pa and £150 one off fee to have the van ply lined

17/20/16 To approve the addition to Bembridge Parish Council's Standing Orders of facilitating remote meetings (chapter 32) with immediate effect

8 Responses

8 Agreed

4 No Responses

AGREED the addition to Bembridge Parish Council's Standing Orders of facilitating remote meetings (chapter 32) with immediate effect

6. [018/20 Finance](#)

018/20/01 To receive bank reconciliation and cash balances to 20th February 2020

018/20/02 To receive bank reconciliation and cash balances to 10th March 2020

018/20/03 To receive bank reconciliation and cash balances to 31st March 2020

018/20/04 To receive bank reconciliation and cash balances to 15th May 2020

018/20/05 To receive bank reconciliation and cash balances to 17th June 2020

018/20/06 To receive bank reconciliation and cash balances to 10th July 2020

018/20/07 To approve schedule of payments to 20th February 2020

018/20/08 To approve schedule of payments to 10th March 2020

018/20/09 To approve schedule of payments to 31st March 2020

018/20/10 To approve schedule of payments to 15th May 2020

018/20/11 To approve schedule of payments to 17th June 2020

018/20/12 To approve schedule of payments to 10th July 2020

7. [019/20 Audit](#)

019/20/01 To receive and approve the internal audit report 2019/20

019/20/02 To approve annual governance statement for year ending 31st March 2020 (Section 1, page 4) and agree for Chairman to sign document

019/20/03 To approve the account statement for year ending 31st March 2020 (Section 2, page 5) and agree for Chairman to sign document

8. [020/20 CCTV](#)

020/20/01 To approve the installation of CCTV at Steyne Park Car Park and 5 Foreland Road (covering electric charging point)

020/20/02 If agreed, to approve costs are taken from the Capital Account (balance £171,461.31)

020/20/03 If agreed, to decide which option A, B, C or D from the CCTV working paper included

[DATE OF NEXT MEETING](#) – 16th September 2020, 7.00pm

Jacqui McDade

Clerk Bembridge Parish Council

14th July 2020