

Hetton Town Council



DRAFT Minutes of Extraordinary meeting held remotely on Thursday 27 August 2020.

Present

Cllrs J Blackburn, R Coulson, T Dodds, R Heron, M Hopper, K Pearson (Town Mayor), K Rowham and S Waterston.

In attendance

Graeme Keedy, Town Clerk (TC);
Members of the Public (MoP) x 5

1) Apologies for absence

Apologies for absence had been received from Cllr J Cunningham (personal commitment), Cllr R Elvin (work commitment), Cllr A Farrow (other commitment), Cllr J Green (work commitment), Cllr D Geddis (technology issue), Cllr C Sinnott (away) and Cllr C Willis (family commitment).

Town Council resolved to approve the apologies received.

No apologies had been received from Cllr J Defty, Cllr A Liversidge, Cllr D Liversidge, Cllr M Thornton or Cllr D Turner.

Town Council resolved to record these absences as unapproved.

2) Declarations of Interest

There were no declarations of interest.

3) Public participation

Town Council resolved to allocate a period of upto 10 minutes for public participation.

MoP queried progress with suggestions for CCTV installations in the area. TC advised that a report would be submitted to a future meeting of Management and Policy Committee.

MoP raised the planning application re Cragdale Gardens. A Member suggested that Town Council should seek the services of an independent planning consultant to assist with its deliberations.

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Item 3 cont ...

TC advised Council that the planning application was not an agenda item for this meeting and would need to be considered at the meeting of the Planning and Development Committee arranged for 3 September 20.

4) Internal Audit report 2019-2020

TC explained the report and accompanying note from the Internal Auditor, which were tabled with the completed Internal Audit Report section of the Annual Governance and Accountability Return 2019-2020.

Town Council resolved unanimously to approve the report of the Internal Auditor.

5) Draft Annual Governance and Accountability Return 2019-2020

TC introduced the item and explained the reasons for "No" responses to boxes 3 and 4 of the Annual Governance Statements 19-20.

Town Council resolved unanimously to approve the Annual Governance Statement.

TC then reported the Accounting Statements 2019-20 to Town Council.

Town Council resolved unanimously to approve the Accounting Statements.

TC reported that audit arrangements required a "wet" signature and he would need to visit the Town Mayor on 28 August to obtain this.

6) Financial report - August 2020

Town Council resolved to approve the report and expenditure outlined below.

Income:

Sunderland City Council (Covid 19 support) £1000.00

Staffing expenditure:

Town Clerk net salary (Aug 20) £1925.01

HMRC (Combined employer/employee liabilities) £1075.69

NEST Pension (Combined employer/employee contributions) DD £115.35

Sub-total: £3116.05

Town Clerk expenditure:

Zoom Video Communications Inc. (Monthly subscription 15/7 -14/8) £14.39

Sub Total: £14.39

Other expenditure:

EE (invoice 4 Aug 20) DD £18.00

Konica Minolta (copy and print charges 10 05 20 - 09 08 20) £6.65

Konica Minolta (rental of Biz Hub C308 10 08 20 - 09 11 20) £132.77

Sub Total: £157.42

Total: £3287.86

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Item 6 cont ...

Barclays Current account balance @ 21 Aug 20:	£40650.07
Anticipated current account balance if all paid:	£37362.21
Barclays Reserve account balance @ 21 Aug 20:	£28397.32
Town Mayor fund:	
Income:	Nil
Expenditure:	Nil
Co-op Bank balance @ 21 Aug 20:	£1286.20

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