



**MINUTES OF THE MEETING OF THE PARISH COUNCIL  
TO CONSIDER YAXHAM PARISH CHARITY BUSINESS  
held remotely by video conference at 7pm on Thursday 22<sup>nd</sup> October 2020**

**Present: Cllrs Martin (Chairman), Oechsle (Vice-Chairman), Cheetham, Couves, Gust, Lowings and Whadcoat.**

**In Attendance: Clerk and one member of the public.**

**1. Chairman's Opening Remarks**

The Chairman welcomed all to the meeting and reminded Councillors of the Zoom protocol.

**2. Apologies - None**

**3. Declarations of Interest - None declared.**

**4. Public Session**

None

**5. Minutes of the previous meeting**

**• To approve the minutes of the meeting held on 23<sup>rd</sup> July 2020**

The Minutes of the meeting of 23<sup>rd</sup> July 2020 were **PROPOSED** as a true and accurate record of events by Cllr Martin; this was **SECONDED** by Cllr Couves. Unanimously **AGREED**.

**• To consider matters arising from the Minutes of the previous meeting not considered elsewhere on the Agenda**

No further organisations have forward to request funding from the Covid restart grant.

**6. Financial Report**

**• To consider the current balances of Yaxham Parish Charity Accounts**

RW has completed his quarterly review and confirmed that all is in order.

**• To approve the appointment of Bill Hinks as Internal Auditor for the year 2019/20**

MO informed Councillors of the background to the suggestion of Bill Hinks as Internal Auditor. It was agreed that he should be appointed, and a fee of up to £100 be accepted.

Proposed: MO, seconded: RW. **MO to confirm the fee then the Clerk to write and confirm the appointment.**

**• To consider the following payments**

£260 invoice received from the Parish Council to cover the clerks hours for the last six months. It was agreed that this should be paid. The Clerk to maintain a timesheet for the next six months. Proposed: IM, seconded: MO

**7. To consider any current submitted grant applications**

**• Funding to support Yaxham Community News (through YVAA) for the next two issues.**

There was discussion around circulation numbers and the increased cost of production. It was agreed that more information is needed before a decision can be made. **Councillors to**

**forward questions to IM for formalisation and submission to YVAA. Clerk to add to next agenda for discussion.**

- **Yaxham C of E (VA) Primary School Pedestrian Safety Barrier.** The application was discussed and agreed. Proposed: IM, seconded: BG

**8. To note any other items for inclusion on the Agenda of the next meeting**

Yaxham Community News application

**9. To confirm date and time of next meeting**

November meeting subject to applications.

Thursday 28<sup>th</sup> January 2020 at 7pm - to be held Virtually over Zoom.

**The meeting closed at 7.15pm with no further matters arising.**