

**MINUTES of the meeting of Yeovil Without Parish Council, held at Yeovil Marsh Church Hall
Wednesday 18th March 2020 (6.00 pm – 6.05 pm)**

PRESENT:

Graham Oakes – Vice Chair
Sharon Hackett
Jamie Lock
John Snell
Rob Stickland

IN ATTENDANCE:

Barbara Appleby – Clerk

PUBLIC OPEN SESSION: NONE

133/20 COVID 19 – EXTENDED DELEGATION

RESOLVED: that in response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council, the Clerk shall have delegated authority to make decisions on behalf of the council where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. This will be carried out where possible by consultation with members by electronic means or telephone. The clerk will further consult with the chairman for guidance as necessary. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place or following the removal of government restrictions.

134/20 FINANCIAL REGULATIONS AND ONLINE BANKING

RESOLVED: (1) to adopt YWPC Financial Regulations 2020, based on the NALC model Financial Regulations Jul 2019 **(2)** to approve extending Natwest banking services to include Bankline (online banking for multiple users and customised roles), online payments will be independently authorised by two signatories to the account. **(3)** to approve the £20 per month cost of Bankline **(4)** Internet Banking Policy and Risk Assessment to be completed

The Legislative Reform (Payments by Parish Council, Community Councils and Charter Trustees) Order 2014 came into effect on 12th March 2014. This Legislative Reform order repeals the statutory requirement for 2 elected members to sign cheques and other orders for payment.

The removal of this particular legal requirement will enable the Parish Council to take an overall approach to how it controls its money as well as taking advantage of modern technology including internet banking.

135/20 INCOME AND EXPENDITURE MAR 20 - NOTED

135.1 APPROVAL OF PAYMENTS

Scrutiny members had checked the invoices against the payments for March 2020. The balances of the bank accounts and the invoices for payment were correct. Payments presented were approved, cheque No's 2587– 2593 expenditure £4,105.79 details page 2.

136/20 NEXT MEETING: TO BE ADVISED WHEN KNOWN.

Chairman

134/20 CONT. INCOME AND EXPENDITURE MAR 20

YWPC - INCOME AND EXPENDITURE TRANSACTIONS - 18th Mar 2020

balance b/f from 19/02/20			£ 147,828.91				* VAT Payments
INCOME		A/C	Ch. No	EXPENDITURE			
Interest	£	14.17	Reserve 2587	SSDC Parish Ranger	£	905.76	*
Shelter	£	2,236.70	Reserve 2588	The Accounting Officer MOD	£	30.00	
			2589	Viking Direct	£	115.23	
			2590	Mendip YMCA	£	534.57	
			2591	Clerks Emolument	£	169.05	
			2592	PAYE	£	487.38	
			2593	BWP Creative Ltd (parishcouncil websites)	£	194.70	
			DD	NEST	£	127.11	
			SO	Democratic Services 25/3/20	£	1,500.00	
			DD	Onecom (28 Feb 20)	£	41.99	*
TOTAL RECEIPTS RECEIVED	£	2,250.87					
Account Totals after deposits						£ 4,105.79	
Current Account	£	500.00		Current Account	£	500.00	
Business Reserve	£	88,834.47		Business Reserve	£	84,728.68	
Nationwide	£	60,734.31		Nationwide	£	60,734.31	
Petty Cash	£	11.00		Petty Cash	£	11.00	
Total b/f plus receipts	£	150,079.78		General Fund Balance c/f to Apr 20	£	145,973.99	

YEOVIL WITHOUT PARISH COUNCIL CAPITAL AND GENERAL RESERVES 18th Mar 2020

CAPITAL AND GENERAL RESERVES			EARMARKED RESERVES as per 2019/2020 BUDGET		
	19/02/20	18/03/20			
Nat West Current Account	£ 500.00	£ 500.00	Elections (4 wards)	£	3,000
Nat West Business Reserve	£ 86,583.60	£ 84,728.68	Gratuity	£	1,820
Nationwide	£ 60,734.31	£ 60,734.31	Wyndham Park	£	13,384
Petty Cash	£ 11.00	£ 11.00	Brimsmore Key Site	£	377
TOTAL FUNDS	£ 147,828.91	£ 145,973.99	5 year plan - Year 1 & 2 outstanding	£	5,342
Outstanding Commitments	£ -	£ -	Fiveways School Trust	£	650
Earmarked Reserves	£ 24,573.20	£ 24,573.20	TOTAL	£	24,573
BALANCE	£ 123,255.71	£ 121,400.79			
			RESERVES		
			Capital Reserves	£	48,241
			General Reserves	£	97,733
			CREMATORIUM RESERVES		As at 31/3/19
			Crematorium reserve & cremator reserve	£	387,805