



Fair Oak & Horton Heath Parish Council

2 Knowle Park Lane, Fair Oak, Eastleigh, SO50 7GL

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Minutes of the FULL COUNCIL “virtual” meeting held on Monday 18 May 2020 at 7.00 pm

P – present, Ab – absent, Ap – apologies.

Ab	Cllr Abbott	P	Cllr Douglas	Ab	Cllr Mignot
P	Cllr Anderson	P	Cllr Forfar	Ap	Cllr Scott
Ap	Cllr Barrett	P	Cllr Higby	P	Cllr Spearey
P	Cllr Bird		Vacancy	P	Cllr Tennent
P	Cllr Couldrey	Ab	Cllr McGuinness	Ab	Cllr Warrillow

Officers in attendance: Ms M Stephens, Clerk, Mrs L Greenslade, Deputy Clerk & Mrs J Cahill, Responsible Finance Officer

PUBLIC SESSION

No members of the public had submitted any questions and there were no Q&A's during the meeting.

1 MINUTES OF MEETINGS (PAPER A)

RESOLVED:

That the minutes of the Full Council meeting held on 16 March 2020 be signed by the Chairman as a correct record.

2 DECLARATIONS OF INTEREST

There were no declarations raised.

3 COVID-19 FINANCIAL IMPACT (REPORT B)

The Council considered the financial impact of the Covid-19 pandemic on the Parish Council's finances.

The impact on the Council's income weighed against savings made through routine expenditure was approximately £13,900. As the Council's halls continued to remain closed, and hire charges equated to a large proportion of the Council's income, this income code would be hardest hit. The Clerk and the Finance Officer would continue to monitor the financial impact of the virus and give monthly updates to the Council.

Cllr Tenant asked if Eastleigh Borough Council (EBC) would meet the expected deficit in the Parish Council's income. The Clerk confirmed she had emailed EBC and was waiting a response.

Cllr Couldrey added that EBC were now only providing financial assistance to Parish Councils for essential expenses and it was unlikely the Council's loss would be met.

RESOLVED:

That the Council note the contents of the report.

4 ANNUAL GOVERNANCE RETURN 2019/20 (REPORT C)

RESOLVED:

- a) That the Annual Governance Statement be approved; and
- b) That the Chairman of the Council, Responsible Finance Officer and Clerk complete and sign the statement and submit to the external auditors.

5 FINAL ACCOUNTS 2019/20 (REPORT D)

RESOLVED:

- a) That the Council note the report of the Internal auditor set out in Appendix 7 to Report D;
- b) That the final accounts for 2019/20 be approved for submission to the external auditors; and
- c) That the final accounts for the year ending March 2020 be approved.

6 FIXED ASSET REGISTER (REPORT E)

Members considered the Council's Fixed Asset Register as at 31 March 2020.

RESOLVED:

That the Fixed Asset Register as at 31 March 2020 be noted.

7 REPORT OF THE RESPONSIBLE FINANCE OFFICER (REPORT F)

Members considered the report of the Responsible Financial Officer.

RESOLVED:

- a) That the contents of the report be noted; and
- b) That the BACS payments be authorised.

8 MEETING DATES 2020-2021 (REPORT G)

Following the results of the recent internal survey on meeting days and times, the Finance and Asset committee meetings would now be held on Tuesdays, during the daytime. Full Council would continue to be held on a Monday evening.

RESOLVED:

That the meeting dates as set out in Report G be approved.

9 WAIVER OF SIX MONTH COUNCILLOR ATTENDANCE RULE (S85 LOCAL GOVERNMENT ACT 1972) – CLLR PETER BARRETT

RESOLVED:

That the waiver of the 6-month attendance rule in respect of Cllr Barrett be approved.

This was all the business and the meeting closed at 7.20 pm.

Signed..... Chairman