



## FAIR OAK & HORTON HEATH PARISH COUNCIL

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**Minutes of the “virtual” FULL COUNCIL meeting  
held on Monday 19 April 2021 at 7.00 pm  
via ZOOM application and live streamed through the Council’s Youtube page**

P – present, Pt – part of the meeting, Ab – absent, Ap – apologies.

	Vacancy	P	Cllr Douglas (Chairman)	P	Cllr Mignot
	Vacancy	P	Cllr Forfar	Ab	Cllr Scott
P	Cllr Anderson	P	Cllr Higby	P	Cllr Spearey (Vice-Chairman)
P	Cllr Bird	Ap	Cllr Marsh	P	Cllr Tennent
P	Cllr Couldrey	Ab	Cllr McGuinness	Ap	Cllr Warrillow

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

The Chairman advised that due to personal circumstances, Peter Barrett had resigned from the Council. She thanked him for his past involvement and contribution to the Council.

### PUBLIC SESSION

There were no members of the public present.

#### 97 MINUTES OF MEETINGS (PAPER A)

##### RESOLVED:

- a) That the minutes of the Full Council meeting held on 15 March 2021 be signed by the Chairman as a correct record; and
- b) That the planning delegated decisions of w/e 18 March & 2 April 2021 be noted.

#### 98 DECLARATIONS OF INTEREST

None received.

#### 99 REPORT OF THE RESPONSIBLE FINANCE OFFICER (REPORT B)

Members considered the report of the Responsible Financial Officer (RFO). No questions were raised.

##### RESOLVED:

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

#### 100 FIXED ASSET REGISTER (REPORT C)

Members reviewed the Council’s fixed asset register, previously circulated and

amended to include Crowdhill Public Art and a minor adjustment to office assets.

**RESOLVED**

That the Fixed Asset Registered be approved.

**101 INTERNAL AUDIT REPORT (REPORT D)**

The Clerk and Finance Officer talked through the queries that the Auditor had raised.

**RESOLVED**

That the report of the Auditor and any subsequent actions made by Officers, be noted.

**102 FAIR OAK COMMUNITY LIBRARY**

The Clerk gave a verbal report on progress at the Community Library saying that a favourable lease had been negotiated.

The Chairman thanked the Clerk for the speed in which the project had moved forward.

**103 WORK PROGRAMME (REPORT E)**

**RESOLVED**

That the work programme be amended as discussed and noted.

**104 MEETING DATES (REPORT F)**

**RESOLVED**

- a) That the Annual Council meeting due to take place on 17 May be rescheduled for Tuesday 4 May at 6.00 pm in order that this can be held virtually in accordance with the relevant legislation: and
- b) That the meeting dates for the 2021-22 committee as set out in the report be approved.

**PART II - PRIVATE SESSION**

**105 EXCLUSION OF THE PUBLIC AND THE PRESS**

**RESOLVED**

That, under Section 1(2) of the Public Bodies Admissions to Meetings Act 1960, the public and the Press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information which would be prejudicial to the public interest by reason of its confidential nature (commercial matters).

**106 SCOUT'S DEEDS OF SURRENDER AND OVERAGE (REPORT G)**

Members considered the final deed of surrender and overage relating to Short Road. They were all really pleased that a final amicable conclusion had been reached.

**RESOLVED**

That the final deed of surrender and overage relating to Shorts Road be approved.

This was all the business and the meeting closed at 7.40 pm.

Signed..... Chairman

**Accessibility - should you need to view these minutes in an alternative format please contact: [enquires@fair-oak-pc.gov.uk](mailto:enquires@fair-oak-pc.gov.uk)**