**Minutes of the Averham, Kelham and Staythorpe Parish Council Meeting**

**held on Tuesday 19th May 2020**

**at 7pm, via a video-conference due to COVID 19 restrictions**

**Present**: Cllr. A. Fereday (Chair), Cllrs. I. Bradey, J. Phillips-Kelly, J. Allen, S. Emeny, T. Williams

**Ex-officio: Jennifer Cawkwell** Clerk

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| AKS 20-049 | **Apologies for absence**  Apologies for absence were received from Cllr. T. Carlisle |  |
| AKS 20-050 |  |  |
| AKS 20-051 | **To receive declarations of interest, direct or indirect from Members in any item to be considered** |  |
| AKS 20-052 | **Minutes of the previous meeting.** |  |
| AKS 20-053 | **Matters arising from the previous meeting, not covered in the agenda.**  Events SOP Form (Insurance)  -Parish Council Logo  -Manners Sutton Primary School  - Replacement Village Signs for Averham and Kelham |  |
| AKS 20-054 | **Reports from County Councillor and District Councillor** |  |
| AKS 20-054 | **Questions and comments from Members of the Public:** |  |
| AKS 20-055 | **Correspondence**  -Email received from a resident proposing that a memorial plaque be placed on bench seating at Staythorpe  -E-mail advising of appointment by NSDC of a Street Scene Manger  -Email received from a resident enquiring about the future of Manners Sutton School |  |
| AKS 20-056 | **Planning Applications**:  **Planning Decisions:**  To comment on Planning Applications: -  -**Householder application to erect a dog** **kennel on front garden (retrospective)**  **Holly Cottage, Staythorpe, Road, Averham**  Ref.No.19/01286/FUL received 6th May 2020  **Comments required by 27th May**  **- Localised like for like re-building of masonry boundary wall to west of Kelham Hall facing the Main Road, following** **impact damage**  2020 Ref. No: 20/00656/LBC received 29th April 2020  **Comments required by 20th May**  **-Householder application for a single storey rear extension at 2 Manor Farm Cottages, Pinfold** **Lane Averham Ref No** **20/00731/FUL Received 11th May**  **Comments required by 2/6/20**  And Late Planning  and receive Planning Decisions  -**Works to trees subject to Tree Preservation Order (TPO), Knightsbridge, Blacksmith’s Lane KelhamRef:20/00474/TWCA** |  |
| AKS 20-057 | * **Finance**Audit Preparations  1. Agree Certificate of Exemption 2. Agree the Annual Governance Statement (previously circulated)   3. Agree Accounting Statements   * Audit Preparations  1. Agree Certificate of Exemption 2. Agree the Annual Governance Statement (previously circulated)   3. Agree Accounting Statements |  |
| AKS-20-058 | **Administration** |  |
| AKS 20-059 | **Parish Councillors’ Reports** |  |
| AKS 20-060 | **Date of the next Parish Council Meeting at 7:00pm**  The next meeting of the Parish council will take place on Tuesday 23rd June 2020 at 7pm and will be held via video-conferencing  **Date month year** at the Robin Hood Theatre, Averham. |  |
|  | **The meeting closed at 0.00pm** |  |

Chairman: …................................... Date: ….......................