

**FARNDALE PARISH COUNCIL
MINUTES OF EXTRAORDINARY MEETING**

DATE/TIME	08 May 2020 19:30	VENUE	VIRTUAL MEETING (under COVID-19 Rules)
Present (in Video Conference)			
Stuart Nelson (Clerk) - (SN)	Pete Dowland (Chair) (PD)	Jason Ferdinando (Vice-Chair) (JF)	Bernard Moss (BM)
Sue Mumford (SM)	Mark Little (ML)	Phil Collier (PC)	Emma Smith (P/T) (ES)
James Thurtell (P/T) (JT)			

Item	Subject	Comments	Action
<p>This meeting was called to co-opt two replacement councillors to fill two vacancies that had resulted from resignations, and to approve the accounts for 2019/20.</p> <p>Under the COVID regulations which prohibit gatherings, the meeting was held by videoconference as a virtual meeting permitted under SI 2020/392.</p>			
1	Welcome	<p>Meeting opened by SGN at 19:30</p> <p>PD welcomed the councillors in attendance and reminded everyone of the reasons for the meeting.</p>	
2	Apologies	Apologies received from Dave Bentley and Dennis Wilson. Both had given their proxy votes to the Chair.	
3	Co-option of Councillors		
3.1	Candidates	<p>SGN had sent a notice to each of the eligible residents and had posted a copy of the 'Call for Candidates' on the Low Mill Noticeboard.</p> <p>Four candidates had put their names forward and these had been communicated to the Council</p> <p style="padding-left: 40px;">Emma Smith James Thurtell Anthony Johnstone Rowan Humphreys</p>	

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3.2	Co-option of Councillor – Farndale East.	<p>SGN asked for a proposer and a second for each of the candidates for the East side. Emma Smith was the sole candidate – Proposed by JF and seconded by BM</p> <p>SGN called for a vote, which was unanimous in favour of Emma Smith. Emma Smith (ES) was co-opted as a Councillor for Farndale East.</p> <p>SGN then invited ES to join the meeting.</p>	
3.3	Co-option of Councillor – Farndale West.	<p>SGN asked for a proposer and a second for each of the candidates for the West side. James Thurtell was proposed by PD and seconded by PC Anthony Johnstone was proposed by SM and seconded by ML. SGN then asked for a vote. The votes were as follows: 2 votes for Anthony Johnstone 6 votes for James Thurtell. James Thurtell (JT) was co-opted as Councillor for Farndale West.</p> <p>SGN then invited JT to join the meeting.</p>	
4	Accounts and Audits		
4.1	Accounts	<p>SGN had circulated the latest bank statements and ledger of accounts to the end of the Financial Year 2019/20 – as of 31 March 2020. The ledger showed all accounts in exact balance SGN as Responsible Financial Officer then asked the Council for approval to publicly display the accounts on the Council site, and to submit the accounts for both internal and external (AGAR) audit.</p> <p>Council approved the accounts.</p>	<p>SGN to request Barry Sunley to provide internal audit which then go into the 2019/20 AGAR submission.</p>

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5	Any Other Business		
5.1	Planning Application response (Redevelopment of Mill Farm, Low Mill)	Council discussed the relative issues. SGN cited the problems of meeting the Highways Regulations with regarding to the legal visibility requirements for increased traffic entering and exiting the property. Council agreed to formulate a formal response to NYMNPA.	SGN to collate the responses and write the letter for Chairman's approval and signature
5.2	Bank Account signatories	With the resignations of Tony Stevenson and SGN, SGN recommended that four new bank account signatories be established.	PD, JT, ES and ML to become signatories. SGN to new coordinate Bank Mandate forms.
5.3	John Stockton Trust	SM reported that the meeting of the John Stockton Trust, scheduled for April, had not taken place due to COVID restrictions. JT would include information on the John Stockton Trust in the next edition of the Farndale Newsletter (date not available due to COVID restrictions)	JT to coordinate with SM to provide an article for the next Farndale Newsletter.
5.4	Low Mill Defibrillator/First Aid kit	It was noted that the First Aid kit in the Low Mill Car Park will be out-of-date on 01 June 2020. Council agreed to pay. New 'guardians' will be necessary to take over care of defibrillators and First Aid kits for Low Mill and also for Church Houses	SGN, ML and ES to coordinate to provide 'guardianship' of the defibrillators

Meeting closed at 20:10.

Next meeting TBA (COVID-19 regulations permitting)

Minutes prepared



Stuart Nelson (Parish Clerk)

Approved



Peter Dowsland (Chair)