Minutes of the Extraordinary Virtual Meeting of Twywell Parish Council held via Zoom on Wednesday 28th April 2021 at 7pm

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| **Present** | Cllrs D Boyce, M Coales, T Green (Chair) N Owens J Screeton Clerk- C.Tilley | **Action**  |
| 20.11.20 | **To receive apologies for absence-** none |  |
| 20.11.21 | **Declarations of Pecuniary Interest-** none |  |
| 20.11.22 | Resolved to approve the previously circulated minutes of the full council meeting- January 27th 2021 and the Extraordinary planning meeting Feb 17th 2021 |  |
| 20.11.23 | **Governance**1a) Received the Internal Audit report which was all in order  b) Resolved and approved the Annual Governance Statement (sec 1) c) Resolved to and approve the Annual Accounting Statement (sec 2) d) Resolved to declare the council Exempt from external audit due to being below the threshold of £25,000 income/expenditure this year e) to note the dates for the Exercise of Public rights will be 14th June-23rd July 20212. Discussed and Resolved to approve and implement the Terms of Reference for the Festival Committee to administer the National Lottery Fund monies, equipment and events and appointed Cllrs Green, Boyce, Owens and Screeton3. To clarify that the Twywell Halls Fund is a registered charity independent of the Parish Council and that existing trustees are happy to continue in their role. Bank mandates in process of being amended.4. To note that the Clerks temporary contract expires on the date of election, Councillors resolved to extend this until the 19th May, to enable the new council to enter into further discussions regarding it. | Clerk to publish to website and send Exemption form to PKF Littlejohn |
| 20.11.24 | **Finance**To approve the following payments (invoices circulated)

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| C. Tilley | Clerk Salary-April and accrued O/T | £512.67 | LGA 1972 s112 |
| C.Tilley | Clerk Salary to 19-5-21 (pre-approve) | £133.74 | LGA 1972 s112 |
| North Northants Council | Litter bins emptying | £74.72 inc VAT at 20% | Highways Act 1980 |
| Spendlove Contracting | Christmas Tree supply/removal | £216 inc VAT at 20% | LGA 1972 s144 |
| NCALC | Annual membership/audit | £364.39 | LGA1972 s143 |
| Eon | Street Light electricity | £247.62 inc VAT at 5% | Highways Act 1980 |
| Aviva | Parish Council Insurance 3yr LTA | 397.06 | LGA 1972 s111 |

Resolved to pre-approve approximately £600 for cool boxes, heaters, guttering, weight from National Lottery Fund ringfenced monies, as stated in original proposalFollowing previous approval of Asset register and Risk Assessment-to receive quotes (circulated) for the Parish Council insurance. Councillors discussed and resolved to enter into a 3yr LTA with Aviva, to ensure further cost savings  |  |

**Meeting close- next meeting Annual Meeting of the Parish Council- 19th May 2021 TBD whether virtual or physical dependent on legislation**