**Over Wyresdale Parish Council**

**Minutes** of OWPC Meeting held by Zoom ; a web based video conferencing tool that allows users to physically meet online, 7.30pm May 20th 2020.

1. **Attendance:** Mr. Mark Atkinson (Chairman), Mr. John Drinkall, Mrs Vicky O’Neill and Mr. Barry Pye.

**Clerk/host** – Mrs. Christine Coleman.

1. **Apologies**: Mr. Tom Entwistle and Mr. Mason Townley.
2. **Appointment of new chair and vice chairperson** will now take place in one year’s time due to COVID19.
3. **The Minutes of the last meeting** were approved. Mr. Barry Pye proposed and Mrs. Vicky O’Neill seconded.
4. **Annual Governance & Accountability Return (AGAR) 2019/2020** was approved and ratified by committee. To be signed and sent to auditors and published to OWPC website: certificate of exemption (page3), annual internal audit report 2019/2020 (page4), section 1-AGAR statement 2019/2020 (page5) and Notice of Public Rights – period for exercise of Public Rights, starting Monday 15th June – Friday 24th July 2020.
5. **Finance. Bank Balance –** current account- £2187.39 (including precept of £1500), business account - £914.43. The committee approved payments: internal auditor - £40.00, LALC (Lancashire association of local councils) subscription - £69.50, Parish benches’ maintenance (ongoing) - £235.00.
6. **BHIB Council’s Insurance.** The council approved annual payment of £242.49, because of problems relating to COVID19, the insurers would prefer us to delay sending a cheque in the post. A renewal form has been completed and sent by the clerk, online May 14th 2020, to ensure OWPC is covered by insurance.
7. **Correspondence.** Ben Samuelson of Samuelson Wylie Associates Ltd have agreed to sponsor insurance for the defibrillator and box. Kevin Dryburgh of The Defibrillator Group Ltd is to arrange this in due course (when BT have removed the telephone equipment and defibrillator is in its new home). A letter of thanks was sent to Ben Samuelson for this generous and thoughtful offer.
8. **Date of next meeting – October 14th 2020**

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 **The meeting closed at 8.10pm.**