

**All Councillors are summoned to a**  
**BURTON OVERY PARISH COUNCIL MEETING**  
**on Tuesday 22<sup>nd</sup> October at 7.30 p.m. in the village hall**

19/089. Apologies for absence

19/090. Questions from members of the public

19/091. Declarations of Members interests

19/092. To approve as a correct record the minutes of the meeting held on Wednesday 25<sup>th</sup> September 2019

19/093. Matters arising and not on the agenda

19/094. Local Green Space – to receive summary of status and to note designated spaces within the village

19/095. Finances

- a. Payments – HDC (dog waste collection)
- b. On-line bank statement to note payments to Plusnet (Broadband), Opus (street light electricity) & Clerk (salary) Appendix A
- c. Quarterly Bank Reconciliation – to approve To be forwarded
- d. Budget Report Half year – to receive Appendix B
- e. PC computing – to receive financial report and agree action
- f. Annual Asset check – to receive report and agree any necessary action
- g. Directional defibrillator signage – to discuss budget, Clerk to report on options

19/096. Internal Audit Report recommendations to discuss

a. LRALC Local Documents & Policies – to consider if any additional documents & policies are required Website Members Area

**Recommended: That the public be excluded from the remainder of this item owing to the confidential nature of the business to be transacted**

- b. Clerk's job description – to note holiday pay amendment Website Members Area
- c. Clerk's annual leave payment – to confirm commencement date
- d. Home working allowance – to consider

19/097. Autumn CPR training – to receive an update

19/098. Neighbourhood Community e-mail forum – 'Next-door' – to receive report

19/099. A46 Expressway – to receive update

19/100. Grass verge cutting & wildflower verges – to receive a report

19/101. Training – to receive reports

19/102. Correspondence

- a. Notice of a Community Governance Review – submission deadline 31<sup>st</sup> January 2020 to note To be tabled
- b. NALC Policy Briefing PC11-19 – NAO Audit Code of Practice – to consider response Appendix C
- c. Leicestershire Unitary proposals –update to note

19/103. Items for the next Agenda – HDC Community Governance Review & draft budget

19/104. The date of the next meeting is 19<sup>th</sup> November – to confirm

THE PUBLIC ARE WELCOME TO ATTEND ALL MEETINGS OF THE PARISH COUNCIL  
ALL APPENDICES MAY BE SEEN ON THE WEBSITE OR BY APPLICATION TO THE CLERK

*Kate Barker*

Clerk to the Council

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17.10.19

[www.burtonoverypc.org.uk](http://www.burtonoverypc.org.uk)

# Treasurers Account Statement

Printed: 02 October 2019

**Burton Overy Parish Council**    Sort code 30-94-97    Account number 00228552  
 SPRINGSIDE HOUSE    BIC: LOYDGB21029    IBAN: GB19 LOYD 3094 9700 2285 52  
 SCOTLAND LANE  
 BURTON OVERY  
 LEICESTER  
 LEICESTERSHIRE  
 LE8 9DR

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Date	Description	Type	In (£)	Out (£)	Balance (£)
<b>30 Sep 19</b>	PNET3122091-1 PNET3122091-1	DD		25.57	5244.45
<b>30 Sep 19</b>	KATE BARKER	SO		238.33	5270.02
<b>16 Sep 19</b>	OPUS ENERGY 400000000515572804 INV 66856264 200000 10 16SEP19 21:18	FPO		1.96	5508.35
<b>11 Sep 19</b>	HDC	BGC	4800.00		5510.31
<b>09 Sep 19</b>	000660	CHQ		40.00	710.31

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## Parish Council computer renewal October 2019

### Appendix B

<b>Budget for IT provision and support</b>	<b>£</b>
Sum in allocated reserves	700
Budget 2019-20	75
<b>Total 2019-20</b>	<b>775</b>
<b>Astley quote</b>	
Laptop – approximately	530
Microsoft software excl. Publisher & Access	220
Set up and transfer – expected to be between 6-8 hours	210 - 280
<b>Total</b>	<b>960 – 1,030</b>
<b>Total necessary additional expenditure from unallocated reserves</b>	<b>185 - 255</b>
Cloud back up introductory offer for 1 year	100
<b>Total additional expenditure 2019-20</b>	<b>285 - 355</b>

Ongoing costs for cloud backup £120 pa

Does the annual budget figure of £75 for IT provision and support need reviewing?

### Summary

The National Audit Office has issued the second part of its [consultation on the new Code of Audit Practice](#) which is due to come into force by 1 April 2020. NALC will be responding. The consultation is open for a period of 12 weeks.

### Context & proposals

The NAO completed the first stage of its consultation on 31 May and published its own response to this at this [link](#). Schedule 6 of the Local Audit and Accountability Act 2014 requires that the Code be reviewed, and revisions considered at least every five years. The current Code came into force on 1 April 2015, and the maximum five-year lifespan of the Code means it now needs to be reviewed and a new Code laid in Parliament in time for it to come in to force no later than 1 April 2020.

In order to determine what changes might be appropriate, NAO are consulting on potential changes to the Code in two stages. The first stage is complete.

Stage 2 of the consultation involves consulting on the draft text of the new Code. To support stage 2, NAO have published a [consultation document](#), which highlights the key changes to each chapter of [the draft Code](#).

NALC is again minded to highlight:

- There is a difficulty for smaller local councils of the potentially high and disproportionate cost on a small authority when a concerted number of electors decide to raise a high number of minor / technical objections of a vexatious nature. We want to support the continued principle of proportionality (i.e. a lighter-touch for smaller bodies) and of safeguards to contain excessive fees brought about by habitual complainers.
- There should be the inclusion of a principle relating to proportionality in respect of smaller authorities, especially where the authority has an annual budget / turnover below £25k and is potentially exempt (i.e. smaller and subject to the Smaller Authorities' Transparency Code).
- We agree retention of the current bullet under clause 5.4 that the auditor should consider "the costs of dealing with the matter, bearing in mind that these are borne by the taxpayer" where to a smaller local council the costs of an audit investigation could cost more than the council's annual precept.
- NAO should also in our view work with NALC and the local council sector in the future to consider the need to revise upwards the financial turnover audit and accounts threshold of £6.5 million for the largest spending local councils in England.

### Consultation questions

NALC would be grateful if you could please respond to the below specific questions and is interested in the sector's views:

- Do you think the updated draft Code should include more with respect to when auditors might be expected to use their additional powers?
- Do you think the current approach set out in the updated draft Code to undertake work at smaller authorities under specified procedures will enable auditors to continue to respond to the challenges at smaller authorities?

- Do you think the current approach to considering economy, efficiency and effectiveness at smaller authorities being appropriate and proportionate to the size of the bodies being reviewed is sufficiently reflected in the updated draft Code?

Your views

Please email your responses to this consultation to [chris.borg@nalc.gov.uk](mailto:chris.borg@nalc.gov.uk) by 17.00 on Friday 8 November, 2019. County associations are asked to forward this e-briefing onto all member councils in their areas.