

March Town Council

Minutes of the Annual Assembly of March Town Council that took place at 7.15pm on Monday 26th April 2021 via “Zoom”.

Present	Councillor	K French R Jack	Town Mayor Deputy Town Mayor
	Councillors	DW Connor CK Elkin R Johnson G Tustin RW White	SR Court J French MW Purser RF Skoulding
	Town Clerk Asst Town Clerk		C Lemmon GSD Wilkinson
	Public		One

To allow the meeting to take place via “Zoom”, and as agreed at the 6th April 2020 Main Council Meeting, Standing Orders are suspended until such time as the coronavirus epidemic abates.

11 Introduction

The Mayor welcomed everyone to the Annual Assembly.

12 Apologies for Absence

No apologies were received.

13 Minutes of the Annual Assembly held 20th April 2020

The minutes of the 2020 Annual Assembly, as previously circulated, were accepted by the meeting.

14 Matters Arising from the above Minutes

There were no matters arising.

15 Report of the Town Mayor for 2020 / 2021 and the Mayor's Charity Donations

The Mayor's report was accepted by the meeting and is attached to these minutes as Appendix A (1 page).

It was also noted that the Mayor had distributed one cheque during the year totalling £200.00p to a cause of her choice.

Unfortunately, the year has been blighted by the Coronavirus epidemic and the Mayor has been unable to attend many events or hold any fund-raising activities.

The Mayor's Charity Account is attached (Appendix B – 1 page).

16 Written Report of the Town Clerk for 2020 / 2021

The written report of the Town Clerk, as previously circulated, was accepted by the meeting (see Appendix C – 3 pages).

It was noted that Councillor Connor's apparent poor attendance record was directly related to the fact that he also attended, in his role as a Cambridgeshire County Councillor, the meetings of Benwick Parish Council which clashed with the March Town Council Meetings.

17 Affirmation re Mayor's Allowances

The Mayor, Councillor Kim French, affirmed that the Mayoral expenses received during her year of office and totalling £3,150.00p had not, because of exceptional circumstances (Covid), been fully expended in the execution of her Mayoral duties. However, since she will remain as Mayor for 2021/22, she warranted that any shortfall would be carried forward to the coming year and used at that stage in the execution of her duties or in the course of fund-raising activities.

18 Resolution to Approve the Annual Governance Statement

It was noted that the Personnel and Administrative Sub-Committee regularly review the effectiveness of our systems of internal control. It also fully reviews all general risks likely to be faced by March Town Council and all procedures included within the standard MTC risk assessment document (this document is attached as Appendix D – 3 pages). Full face-to-face reviews will be reinstated as soon as Coronavirus regulations allow.

Members re-affirmed their approval of the procedures adopted to satisfy themselves of the effectiveness of the systems of internal control currently in place.

Thereafter, the Annual Governance Statement was discussed in detail as follows:

- a) Its contents were reviewed and agreed.
- b) It was proposed by Councillor Jack and seconded by Councillor Skoulding, with all in favour, that its contents should be approved.
- c) The resolution to accept the requirements of the Annual Governance Statement was, therefore, unanimously approved.
- d) The Clerk and Chairman duly agreed to complete, sign and date such document as necessary.

19 Resolution to Approve the Accounting Statements for 2020 / 2021

The Annual Accounting Statements for the financial year 2020 / 2021, as previously circulated, were presented to the meeting by the Responsible Financial Officer to allow full discussion by Councillors.

After such discussions, the following decisions were reached:

- a) It was proposed by Councillor Skoulding and seconded by Councillor J French, with all in favour, that such Accounting Statements be approved.
- b) The resolution to accept the Accounting Statements for 2020 / 2021 was, therefore, unanimously approved.
- c) The Mayor, Councillor Kim French, and the Responsible Financial Officer duly agreed to sign and date such document as necessary.

Social distancing guidelines would be adhered to during such time as the documents noted under Minutes 18 and 19 were signed.

20 Open Forum

As is customary, members of the public were asked whether they wished to ask any questions or raise any concerns.

Mr David Jordan provided an overview of his work with mental health charities and the NHS. He stated that he was trying to get more facilities provided within Fenland to support the objectives of the afore-mentioned groups.

He was advised that March Town Council had no control over the funding that had been secured under the High Street Regeneration Programme, and that this funding was strictly limited to the details provided within the original funding bid.

However, it was noted that several other funding opportunities were available to non-Council bidders and, if required, Councillor J French could provide further details after the 6th May 2021 County Council elections.

David Jordan was thanked for his contribution and the Mayor declared the meeting closed at 8.00pm. However, anyone who so wished, was invited to remain for the Planning Meeting which was due to follow.

Councillor K French..... 10th May 2021.
Mayor of March