



## OLD PARISH COUNCIL

MINUTES OF A MEETING OF OLD PARISH COUNCIL HELD ON THE 11<sup>TH</sup> MARCH 2020 AT  
7.30PM AT THE COMMUNITY CENTRE, TOWNSON CLOSE, OLD.

**PRESENT:**

Cllr Mrs R Bury (Chairman)

Cllr Mrs L Pilley

Cllr Mrs R Greenfield

Cllr D O'Connell (from 14/3/20)

Clerk to the Meeting: Miss A Schofield

Cllr A Withers

Cllr S Bocking

Cllr E Green

**Public in attendance:** 3 members of the public

1/3/20

**APOLOGIES**

**RESOLVED:**

That apologies for absence be approved from Cllr Mrs S Dearden

2/3/20

**DECLARATIONS OF INTEREST**

**Other Interests**

Cllr Mrs R Greenfield, item 10/3/20, Chair of ROAR.

Cllr Mrs L Pilley, item 10/3/20, Member of ROAR.

3/3/20

**MINUTES**

**RESOLVED:**

That the minutes of the meeting held on the 12<sup>th</sup> February 2020 be signed by the Chairman as being a true and correct record.

4/3/20

**PUBLIC SESSION**

Rev David Brent introduced himself and advised he was a Trustee of Old Parish Charities alongside his role with the church benefice of Hannington, Walgrave, Old and Scaldwell. He spoke with regard to the coronavirus and the advice and measures emerging from the Government. He expressed concern regarding the vulnerable in the community and would like to find a way to support people. He suggested joined up thinking between all groups in the village to provide support within the community. He wished to seek the Parish Councils' views on this and the suggestion of forming a community group to lead in the support. The Parish Council agreed this suggestion was a good idea. Cllr Mrs L Pilley offered to be the Village Hall representative to the group. Cllr Mrs R Greenfield offered to be the Neighbourhood Watch representative and Council accepted Cllr E Green's offer to be the Parish Council representative.

Annette Bardin spoke as the representative to Old Parish Charities. She was attending to be able to report back to the next meeting of the Charities regarding the coronavirus. She urged common sense and asked for all to be mindful of words in any leaflets or social media so as not to cause panic. In helping the community we need to be mindful of our own health and also people's privacy. The Charities meet next Tuesday and she will email thereafter. She asked for all to communicate effectively so nothing is missed.

**5/3/20 PLANNING**

1. Application consultations received. None to report.
2. To receive and note planning permissions. None to report.

**6/3/20 OLD PARISH CHARITIES**

A written report had been received from the Council's Representative to Old Parish Charities. The Chairman read the report advising the VE Day Committee continue with their plans. There are currently no bungalow vacancies. The Community Centre rules will now prohibit the use of e-cigarettes. A number of shrubs have been awarded from the Woodland Trust and the Clerk to the Charities will be arranging the planting.

**RESOLVED:**

That the report from Old Parish Charities be received and noted.

**7/3/20 FINANCE**

1. **To approve payments between meetings and those payments presented to this meeting.**

**RESOLVED:**

That the following listed payments with a total of £710.62 be approved.

Date	Payee	Detail	Chq No.	Ex. Vat	Vat	Total chq Amount
11/03/2020	SWALEC	Unmetered electricity supply	DD	£205.18	£40.04	£245.22
11/03/2020	Ms A Schofield	Salary	988	£372.40		£372.40
11/03/2020	HMRC	Tax on salary	989	£93.00		£93.00
						<b>£710.62</b>

2. **To approve the bank reconciliation.**

**RESOLVED:**

That the bank account reconciliation as at 28<sup>th</sup> January 2020 be approved and signed by the Chairman.

3. **To receive and note the budget report.**

**RESOLVED:**

That the budget report to 11<sup>th</sup> March 2020 be received and noted.

**8/3/20 PLAYGROUND INSPECTION**

That the playground inspection report dated 5<sup>th</sup> March 2020 be received and noted. That thanks to Graham Potter for his assistance with the cutting back of the trees and shrubs be noted.

**9/3/20 CHERRY HILL COMMUNITY DEFIBRILLATOR**

**RESOLVED:**

That the defibrillator inspection report for 11<sup>th</sup> March 2020 be received and noted.

**10/3/20 ROAR**

Having declared an interest, Cllr Mrs R Greenfield withdrew from the discussion and vote. The Clerk had circulated a written report with the agenda.

**RESOLVED:**

That if ROAR still wish to place a recycling bin on the centre green at Cherry Hill it be permitted in accordance with the 8 conditions as per the report and with an additional condition that the bin is intended for use by the residents of Cherry Hill and its location is not to be advertised or promoted to the wider public in any way as a drop-off point for waste.

- 11/3/20 GRASS CUTTING**  
Item moved to the closed session by agreement due to the contracting issues to be considered.
- 12/3/20 STREET LIGHTING UPGRADE**  
The Clerk had circulated by email some supporting information for consideration regarding the project and suggestion that SALIX might be approached for part or full funding.  
**RESOLVED:**  
That 17 street lights be upgraded at a cost of £5,589 to include lanterns to be dimmable overnight and soft light. That the cost of this project be met from the 2019/20 budget allocation of £5,200 with the balance drawn from reserves.
- 13/3/20 WEBSITE**  
**RESOLVED:**  
That the Clerk, in liaison with Cllr A Withers, research further the requirements of the Accessibility Standards and the production of an Accessibility Statement
- 14/3/20 POLICIES**  
**1. Data Protection Policy.**  
**RESOLVED:**  
That consideration of this policy be deferred to the next meeting.
- 2. Data Breach Policy.**  
**RESOLVED:**  
That consideration of this policy be deferred to the next meeting.
- 3. Subject Access Request Procedure.**  
**RESOLVED:**  
That consideration of this policy be deferred to the next meeting.
- 15/3/20 SPEED SIGN**  
**RESOLVED:**  
That a new battery be purchased for the speed sign at a cost of £51.94 including VAT. That the cost be met from the budget allocation for the Christmas Tree.
- 16/3/20 NEIGHBOURHOOD WATCH**  
**RESOLVED:**  
That the report from Cllr Mrs R Greenfield, Neighbourhood Watch, be received and noted. That 2 rectangular metal signs in yellow and 4 overlay stickers be purchased at a cost of £54.30 less VAT. That the cost be met from the budget allocation for the Christmas Tree.
- 17/3/20 CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS**  
**RESOLVED:**  
That in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the following items of business, the Press and the Public be excluded from the meeting.
- 18/3/20 STAFFING**  
**1. Recruitment of a Clerk.**  
The closing date for applications is the 16<sup>th</sup> March 2020.

**2. Review of temporary cover during recruitment period.**

**RESOLVED:**

That the Temporary Clerk be placed on contract with the Clerk to liaise with Cllr S Bocking to put this in place.

**GRASS CUTTING**

**1. Grass Cutting Contract**

**RESOLVED:**

That the grass cutting be contracted at a cost of £3,300 for the 2020/21 season.

**2. Scope of works and supervision structure for the volunteer works to be undertaken for the open spaces at Cherry Hill.**

**RESOLVED:**

That the scope of works to be undertaken for the open spaces at Cherry Hill be agreed as per the circulated work schedule. That Cllr L Pilley be appointed to co-ordinate and supervise the works, with the Clerk, in liaison with Cllr A Withers, to ensure the necessary risk assessments and paperwork are in place.

**19/3/20**

**RE-OPEN THE MEETING TO THE PUBLIC AND PRESS**

**RESOLVED:**

That the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

**20/3/20**

**ITEMS TO REPORT**

Cllr Mrs L Pilley advised that in the light of coronavirus and the postpone of the Great British Spring Clean until September the parish clean-up would similarly be postponed.

**DATE OF FORTHCOMING MEETINGS**

8<sup>th</sup> April 2020

Annual Parish Meeting – 29<sup>th</sup> April 2020

May 2020– Wednesday 20<sup>th</sup> May

Chairman

Date