



OLD PARISH COUNCIL

MINUTES OF THE MEETING OF OLD PARISH COUNCIL HELD ON THE 10TH JUNE 2020 AT 7.30PM USING ZOOM VIDEO CONFERENCING

PRESENT:

Clr Mrs L Pilley (Chairman)

Clr Mrs R Greenfield

Clr D O'Connell

Clr Mrs R Bury

Clerk to the Meeting: Miss A Schofield

Clr A Withers

Clr S Bocking

Clr E Green

Clr Mrs S Dearden

IN ATTENDANCE:

Mrs L Quinn

Ms A Bardin (Parish Council Representative to Old Parish Charities)

1/6/20 APOLOGIES

None.

2/6/20 DECLARATIONS OF INTEREST

None.

3/6/20 MINUTES

RESOLVED:

That the minutes of the meeting held on the 20th May 2020 be signed by the Chairman as being a true and correct record.

4/6/20 PUBLIC SESSION

None.

5/6/20 OLD PARISH CHARITIES

1. To receive and note the report from the Old Parish Charities Representative and to agree any actions.

Verbal report from Ms A Bardin, further to the last meeting she attended of the Old Parish Charities.

There are no bungalow vacancies at the present time.

The summer newsletter is to be delivered the weekend 11th/12th July. The format will be different to previous.

The Community Centre remains closed at the present time, this position will be discussed again in the coming weeks.

The Cricket Club will be recommencing practice sessions, with matches possibly commencing in 3/4 weeks. There will be a limited no. of players and guidelines are being followed.

The next meeting of the Charities is next Tuesday.

RESOLVED:

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

2. **Parish Council post to the Community Centre.**

Ms A Bardin is to check the position of this matter with Joan Barrett.

Cllr Mrs L Pilley advised that for the present time it was understood that on Wednesdays Rebecca Moore would bring the post from the community centre and deliver to her. Cllr S Bocking would check for post on the other days when he collects his paper and pass to Cllr L Pilley for forwarding to the Clerk.

6/6/20 PLANNING

1. To consider response to planning applications:-

DA/2019/1053: Listed Building Consent for internal and external alterations including new and replacement windows and doors; replace existing fireplaces; remove existing quarry tile and brick floors and lay new finishes over concrete base; form new openings in walls; install new internal partition to create first floor bathroom; install new central heating system throughout.

Dial House, Faxton End, Old.

RESOLVED:

That no objection be made, but comment be made drawing attention to the report from the Structural Engineer which recommends works to the roof. Council query why works to the roof are not included within the scope of the works.

2. Report regarding planning decisions.

The Clerk was not able to update at the meeting so will circulate an email update following the meeting.

7/6/20 ACCOUNTS AND AUDIT FOR YEAR ENDING 31ST MARCH 2020

1. Year ending accounts and budget for 2019/20.

RESOLVED:

That the accounts and budget for the year ending 31st March 2020 be received and noted. That the gross annual expenditure did not exceed £25,000 approving Certificate of Exemption – AGAR 2019/20 Part 2.

2. Annual Internal Audit Report 2019/20.

RESOLVED:

That the Annual Internal Audit Report 2019/20 be received and noted, with no matters arising.

3. AGAR Annual Governance Statement 2019/20.

RESOLVED:

That the AGAR Annual Governance Statement 2019/20 be received and completed.

4. AGAR Annual Accounting Statements 2019/20.

RESOLVED:

That the AGAR Annual Accounting Statements 2019/20 be received and approved.

8/6/20 REVIEW OF INSURANCE PROVISION

The insurance is currently held with Hiscox, brokered through Came and Company. The Council is coming to the end of the 1st year of a 3 year long term agreement with Hiscox, with expiry date of 11th July 2022.

RESOLVED:

That the Council's long term agreement and the renewal payment for the 2nd year be noted.

9/6/20 REVIEW OF ASSET REGISTER

RESOLVED:

That Cllr Mrs L Pilley, Cllr S Bocking, Cllr Mrs R Greenfield and Cllr Green will walk the village to check the physical assets against the listings on the register. That the Clerk will review the records to try and locate the latest saved version of the register and to try and address the queries raised against the circulated one.

10/6/20 FINANCE

1. To receive financial and budget report as at 10th June 2020.

The Clerk spoke to Councillors regarding the earmarked reserves that were now listed on the regular financial report being circulated.

RESOLVED:

That the financial and budget report as at 10th June 2020 be received and approved.

2. To approve the bank reconciliation as at 10th June 2020.

RESOLVED:

That the bank account reconciliation as at 10th June 2020 be signed after being checked by Cllr Mrs R Bury.

3. To approve listed payments.

RESOLVED:

That the following listed payments be approved.

10/06/20 Chq 997 Alicia Schofield. Total £265.40

- Salary for June £247.40
- Home working allowance June £18.00

10/06/20 Chq 998 HMRC, Tax on Salary, £142.80

10/06/20 Chq 999 E-ON, Street light maintenance. Total £139.02. (VAT £23.17)

10/06/20 Chq 1000 Came & Company insurance. Total £729.15

10/06/20 DD SSE 5 June– Street lighting supply. Total £230.31 (VAT £37.51)

11/6/20 POLICY REVIEW AND ADOPTION

1. Equality Policy.

RESOLVED:

That the Equality Policy be reviewed and the new policy circulated be adopted.

2. Absence Management Policy.

RESOLVED:

That the Absence Management Policy be adopted as drafted.

3. Grievance Policy.

RESOLVED:

That the Grievance Policy be adopted as drafted.

Disciplinary Policy.

RESOLVED:

That the Disciplinary Policy be adopted as drafted.

12/6/20 ANNUAL PLAY AREA INSPECTIONS

The inspection is due mid-August. The Clerk reported two prices having been received by RoSPA, one for inspection in August and one for inspection presently. The inspection in August is a higher price as an inspector would not be local in the area and a specific visit would be required outside of the normal inspector programme of scheduled works. The cost of last year's inspection was discussed and it was not clear why the price was so high.

RESOLVED:

That Cllr Mrs L Pilley check with Old Parish Charities the possible reason for the higher expense last year and if it was linked to a post-installation inspection of the new swings. Cllr Mrs L Pilley to also discuss the background to and the arrangement with the Charities for the cost of previous inspections to allow feedback to the Clerk for the booking of this year's inspection. That the Clerk be delegated to book the inspection.

13/6/20 APPOINTMENT OF REPRESENTATIVES

Parish Footpath Warden

RESOLVED:

That Julian Glover be appointed as the Parish Footpath Warden.

14/6/20 ASSET OF COMMUNITY VALUE

Cllr S Bocking explained that he had been approached by a number of residents expressing concern with regard to the possible loss of the pub in the village. Cllr S Bocking advised that the owners of the pub had been approached and were aware of the proposal for application.

RESOLVED:

That an application to register the White Horse Pub as an Asset of Community Value be made. That Cllr S Bocking progress this application.

15/6/20 STAFFING

Cllr Mrs L Pilley introduced Liz Quinn to all Councillors and advised that subject to the receipt of satisfactory references Liz would start employment immediately thereafter. Training was discussed and it was agreed that Liz in conjunction with the Chairman and Vice-Chairman would address the training requirements. Cllr S Bocking on behalf of Council thanked the retiring Temporary Clerk for her work and contribution to the Council. The Temporary Clerk confirmed her availability for mentoring.

16/6/20 ITEMS TO REPORT

The Clerk provided an update on projects.

Street lighting: The order placed for the LED lights incorporated warm white and diming. These elements of the LED lights are installed by the manufacturer. Due to restrictions at the manufacturers caused by Covid-19 there is a delay with the supply of the lights to E-ON. Delivery to E-ON is expected to be another 5-6 weeks. Upon receipt E-ON advise there should be no delay with installation.

Replacement fencing: Expected installation is 2 weeks with date commencing 29th June provided by the contractor.

Cllr Mrs L Pilley reported the playground inspection still to be undertaken. Wood treatment to the post and rail and featherboard fencing was discussed. Cllr Mrs L Pilley to investigate the materials required and associated cost for purchase if volunteers undertake the work. Maintenance of the greens at Cherry Hills continues, with planting and watering undertaken too.

Cllr E Green updated with regard to the reports made to FixMyStreet. Where potholes have not been repaired it is because they do not fall within the county criteria standards for repair.

Cllr Mrs R Greenfield reported on the joint support Group. Numbers are being run down in the central support from County. It is thought too early to wrap up the village joint support group. The Whatsapp group and Facebook notifications continue. Council thanked Cllr Mrs R Greenfield for all her work and commitment with the village joint support group.

Cllr D O'Connell advised the speed monitor was working. He will move it next time he has the opportunity.

Cllr S Bocking informed Council that Michael Cawley, mowing contractor, had advised of damage to the green by the pub from tyre indentations. Mr Cawley had offered to add more posts to improve protection of the green. Councillors were asked to look at the area and the matter will be an agenda item for the next meeting.

17/6/20 DATE OF MEETINGS 2020/21

To note the meeting dates for 2020/21:

The 2nd Wednesday of the month (except August)

8th July, 9th September, 14th October, 11th November, 9th December 2020

13th January, 10th February, 10th March 2021

Chairman

Date