**DRAFT MINUTES (Not yet agreed)**

**HUNTLEY PARISH COUNCIL**

 MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL HELD ON ZOOM (Pursuant to Section 78 Coronavirus Act 2020) –

TUESDAY 6th APRIL 2021 at 1930 hrs

**Attendees**: Councillors: Cllrs. A. Wood (Chairman), Mrs J. Green, R. Barwell, Mrs I. Walker, I. Richards & R. Watkins.

**Present:** Cllr. Brian Robinson (County & District Councillor) [BR], Mr L Williams (Clerk), nine members of the public. The meeting started at 7.30pm.

**1.** **MEMBERS’ INTERESTS RELATING TO ITEMS ON THIS AGENDA –** Cllr. Wood, recipient of two payments (8A) and planning consultant (6 b iii). Cllr. Watkins, recipient of payment (8A)

**2.** **APOLOGIES –** Received and accepted from Cllr. Hill.

**3.** **MEMBERS OF THE PUBLIC –** The clerk reported that the tenant of allotment plot 24b had asked if they could share the Parish Council shed. **ACTION:** Cllr. Green will obtain the key from Cllr. Hill to confirm contents of shed.

 **COUNTY & DISTRICT COUNCILLOR –** BR was available to assist on issues but did not report due to the pre-election period. Nothing heard from Cllr. Jones again.

**4. MINUTES –** Members who had been present **agreed** that the minutes of the meeting on 2nd March 2021 were an accurate record of the event.

**5. CLERK’S REPORT –** Members **resolved** to accept the report. The clerk added that the adoption of the telephone kiosk had finally been completed.

**6. PLANNING APPLICATIONS** –

(a) DEALT WITH BETWEEN MEETINGS -None.

(b) RECEIVED – (i) **P0208/21/FUL** Plaisters Cottage, Hinders Lane, Huntley. Change of use of wooden cabin to holiday let. There were no objections.

(ii) **P0212/21/FUL** Plaisters Cottage, Hinders Lane, Huntley. Change of use of wagon to holiday let. There were no objections.

(iii) **P0313/21/FUL** Woodcroft, Main Road, Huntley. Erection of a single storey side/rear extension with associated works. Demolition of existing conservatory. Cllr. Wood removed himself from discussions. There were no objections.

**7. NEIGHBOURHOOD DEVELOPMENT PLAN –** Cllr. Walker advised that letters had been distributed on 27th & 28th March with 48 responses so far. 40 by email and 8 to the mailbox. All bar one had been positive. A meeting was planned for Friday to organise the next steps, agree terms of reference, committee roles, letter and map to FoDDC to register intentions. Cllr Richards asked if costs had been included in the letter. Cllr. Walker reported that to be impossible due to the fluid nature of the project. Cllr. Wood said he would struggle to promote the project if there was much less than 50% response. Cllr. Walker advised she would investigate percentages required for mandate.

**8. FINANCE – A.** Members **resolved** to accept the statement of accounts and agreed to payments as detailed.

|  |  |  |  |
| --- | --- | --- | --- |
|  (**a)** | **Statement of Accounts as at 30th March 2021** |  |  |
|  | Deposit Account  | £ | 50,220.56 |
|  | Treasurers Account | £ |  850.00 |
|  | Defibrillator (Formerly S.106) Account | £ |  1,156.43 |
|  | Covid-19 (Formerly YC) Account | £ |  1,170.93 |
| **(b)** | **Grant Applications - Section 137 of Local Government Act 1972**  |  |  None |
| **(c)** | **Adverse variance to budget (>£10)**  |  |  |
|  | Nothing to report at this stage  |  |  |
| **(d)** | **BACS Payments For Approval**  |  |  |
|  | Clerk’s Expenses (As detailed in Clerk’s Report)  | £ |  65.55  |
|  | Clerk’s Wages (Net)  | £ |  400.20 |
|  | HMRC Re Above | £ |  100.00 |
|  | AS Wood (Chairman’s Allowance 4/4) | £ |  20.00 |
|  | AS Wood (Printing re VH Car Park) | £ |  73.00 |
|  | Merlin Waste (Dog bins to w/c 26/04/2021) | £ |  48.00 |
|  | TBA (Printing of NDP Letters) | £ |  25.00 |
|  | J Croxall (NDP Mailbox) | £ |  38.00 |
|  | GAPTC (Annual Membership) | £ |  305.12 |
|  |  |  |  |
| **(e)** | **Income Received – Since 1st March 2021** |  |  |
|  | Bank Interest | £ |  0.43 |
|  | Allotment Rents | £ |  220.00  |

**B**. Members **agreed** to the RoSPA Play Safety inspection of the play area.

**C.** Members **resolved** to return the anonymous donation of £400.00. ACTION: Clerk to send letter of thanks to donor when arranging the refund.

**D.** The variation to the grass cutting contract was **approved**.

 **9.** **SPECIAL PROJECTS –** Village Hall Car Park: It was **resolved** to call a Zoom meeting with Huntley Village Hall committee members to establish ownership of the area with a view to formalising such and agreeing funding of the project. **ACTION:** Clerk to check availability of committee members and arrange.

**10. ALLOTMENTS –** Members **agreed** that plots should be measured to attempt to equalise plot sizes and ensure path sizes comply with allotment rules. **ACTION:** Cllrs. Green and Barwell to expedite.

**11. MATTERS BROUGHT FORWARD –** Cllr. Walker advised that the Grange Court Lane litter pick and follow up observations could not confirm that many items were coming off recycling vehicles but this would continue to be monitored.

Cllr. Wood voiced his concerns about the traffic problems caused by the positioning of signs when the B4216 was closed recently. The clerk advised that GCC Highways had made a note of the concerns and would place signs at the junction with the A40 in the future.

**12. ITEMS FOR NEXT OR FUTURE MEETINGS** – Nil

**13. MEETINGS/TRAINING/SEMINARS –** Members **approved** the attendance of Cllr. Walker on three events and Cllr. Green on one.

Cllr. Walker will join the FoDDC webinar on 15th April 2021 re Character & Design.

**14. CORRESPONDENCE – General:** Members noted (a) and (c).

(b) Members discussed the request from the resident of Little London. BR was able to advise what steps had been taken by FoDDC Environmental Heath and GCC Highways. He acknowledged there was clearly a problem but no link had so far been found to the A4136. Members agreed they could not assist financially but asked the clerk to contact the resident and offer appropriate support with other authorities.

**15. CORRESPONDENCE – Consultations/Reports:** Nil

**16. NEXT MEETING –** (a) Discussion was difficult due to internet issues. Members **resolved** to hold the Annual Meeting of the Parish Council, Tuesday 4th May 2021 at 7.00pm followed by ordinary meeting.

Annual Parish Meeting will follow at 7.30pm. All on Zoom.

The meeting ended at 8.53pm.