**HUNTLEY PARISH COUNCIL MEETING**

 MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL HELD REMOTELY USING ZOOM - TUESDAY 7th JULY 2020 at 1930 hrs

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

**Present:** Cllr. Brian Jones (District Cllr.), Cllr. Brian Robinson (County & District Councillor) and Mr L Williams (Clerk)

**1. (a) RESTORATION OF STANDING ORDERS**

The Chairman opened the meeting at 7.30pm and reminded all present that Standing Orders had been suspended early into the Covid-19 crisis**. It was resolved to restore Standing Orders.**

 **(b) MEMBERS’ INTERESTS RELATING TO ITEMS ON THIS AGENDA -**

Cllr. A. Wood regarding Item 6 (e), Recipients of BACS payment in respect of Chairman’s Allowance. **Book updated.**

**2. APOLOGIES –** Cllr. R. Watkins. **Accepted.**

 **MEMBERS OF THE PUBLIC / DISTRICT & COUNTY COUNCILLORS -**

No members of the public joined the meeting. The Clerk outlined a communication from one resident asking members to consider Tree Preservation Orders in respect of the trees either side of the driveway from the A40 to Woodlands Farm. **It was resolved to discuss this matter at the September meeting**.

 Cllr. Jones discussed additional funding granted to FODDC. Although initially inadequate it had been upped to £890,000 and that had enabled the district to confront homelessness.

Cllr. Robinson had submitted a comprehensive report earlier in the day and invited questions after advising that additional funds may be available if needed to help parishes achieve more. Cllr. Richards asked about a funding request from the Village Hall regarding removal of the stage.

**3. APPROVAL OF MINUTES FROM THE MEETING ON 3rd MARCH 2020**

 **T**he previous minutes had been agreed by email. **It was resolved that they were accurate and to be signed by The Chairman when practicable.**

**4. CLERK’S REPORT**

The Chairman established that all members were satisfied with the contents of the Clerk’s Report and Appendixes regarding parish accounts for year ending 31st March 2020. **It was resolved to agree the accounts. ACTION: The Chairman and Clerk will liaise to complete AGAR and all other statutory paperwork as soon as practicable.**

**5. PLANNING APPLICATIONS (received) –** It was agreed that all applications received between 3rd March 2020 and 28th June 2020 had been discussed and responded to by email. The only new matter was: **P0062/20/DISCON -** Discharge of Conditions, Landscape and ecologicalManagement Plan. There was some discussion about exactly which of the many applications on the wider site this referred to. Cllr. Jones thought it might be connected to a matter that was subject to enforcement action and he had been in discussion with the relevant officer about that. The Chairman explained these matters would not normally draw comment from a Parish Council but as there was confusion he would contact Planning for clarification.

**6. FINANCE** Cllr. Green took over the chair.

(a) Statement of Accounts –

Deposit Account £ 52,439.82

Treasurer’s Account £ 770.00

 Defibrillator (Formerly S106) Account £ 1,391.25 Covid-19 (Formerly YC) Account £ 319.03

(b) Un-cleared Cheques – No cheques have been issued since 9th January 2020.

(c) Grant Applications - Section 137 of Local Government Act 1972 - None

(d) Adverse variance to budget (>£10) – Nothing to report at this stage.

(e) Invoices for Payment Mr R.E.L. Williams (Office Expenses, Weeks 23, 24, 25, 26 & 27, Phone, Zoom Host) £ 42.39 Mr R.E.L. Williams (Clerk’s Wages, Net) £ 343.16 HMRC £ 85.60 A.S. Wood (Chairman’s Allowance to 30th June 2020) £ 20.00 Merlin Waste (Dog waste bins to w/c 27th July 2020) £ 46.80 Iain A. Selkirk (Internal Audit Fee) £ 85.00 RoSPA Play Safety (Play area inspection) £ 278.40 Richard Bowman (Grass cutting June 2020) £ 303.00

(g) Income Received – Since 1st April 2020 Precept (1 of 2) £ 10,559.00 Allotment Rents £ 190.00 Donation towards Covid-19 support £ 400.00 Payments/Donations for provisions £ 96.15 Bank Interest £ 6.63

(h)The Clerk requested authorisation to pay budgeted expenses in August, to be overseen by Cllr. Green. **It was resolved to authorise all payments and accept the financial statement.**

(i) Cllr. Wood resumed the chair. He passed on the Clerk’s gratitude to all members for their prompt responses during the crisis which had enabled him to pay service suppliers in good time.

**7. NEW ITEMS** (a) ALLOTMENTS – It was noted that all plots were now occupied. The Chairman explained that nothing in the allotment rules covered recent requests from tenants to keep some bantams on their plot and to erect poly tunnels to enable cultivation during the winter months. **It was resolved that both requests would be granted subject to the Clerk writing to those tenants stating all structures must be removed if they vacate.**

 (b) HIGHWAYS – After discussion **Cllr. Barwell agreed to follow up** on the complaint about plant growth encroaching onto footpaths/alleys over adjacent fences in the Oak Way area.

 Members made representations about the state of B4216 Newent Lane, particularly on the bend close to The Old Cold Store. **Cllr. Robinson undertook to pass this to Highways for review.**

8. **INFORMATION SHARE – NOT REQUIRING DECISION OR SPEND –** All relevant matters have been shared by email since 3rd March 2020.

9. **ITEMS FOR NEXT OR FUTURE MEETINGS**

* **Neighbourhood Development Plan** – Cllr. Walker told members that lockdown had brought progress to a near halt except in terms of background work as no face to face meetings had been possible. She will liaise with the Clerk and give an update in September.
* **Smartwater Signs** – Members will resolve how and where to place the signs.
* **Notice Board** – After discussion it was agreed to discuss the replacement of the parish notice board along with redevelopment of the Jubilee area and Village Hall car park.
* **Clerk’s Hours** – Cllr. Green expressed concern that the Clerk is granted sufficient hours to perform his duties.

**10.** **TRAINING, MEETINGS AND SEMINARS –** It was noted that GAPTC were not able to run face to face events at this time but that some on-line events were available. With reference to the Clerk undertaking CiLCA, the Chairman pointed out that Section 25.1 of his contract of employment committed the Council to financially supporting relevant training for him.

**11.** **CORRESPONDENCE – GENERAL -** Nothing to report.

**12.** **CORRESPONDENCE – CONSULTATION/REPORTS –** Nothing to report

**13. NEXT MEETING -** Tuesday 1st September 2020, 7.30pm

Meeting ended at 8.22pm

Certified as an accurate record of the proceedings of the open meeting of Huntley Parish Council on 7th July 2020.

Signed: Date:

Chairman.