

# Meeting Minutes of the Parish Council held on Tuesday 21<sup>st</sup> April 2020, remotely via Zoom at 7.15pm

**Attendees:** Councillors – Cllr Akerman (Chair), Cllr Hulme, Cllr Flunder, Cllr Wilkinson, Cllr Peck, Cllr Bell, Cllr Trigger & Cllr Buckley – S Morgan-Owen (Clerk) and 0 members of the public.

## 1. Chair's Welcome:

Cllr Akerman advised everyone that the meeting will be recorded. The recording will NOT be published but will be stored temporarily for transparency and reference purposes.

## 2. Apologies Received from:

Cllr Pearce	Unwell
Cllr McCormack	Technical Issues
Cllr Stubbs	Technical Issues

## 3. Declaration of Interest: In addition to the normal:

Cllr Hulme	Item 11 Item 14	Member of SMDC's Planning Committee Chairman of Events Committee
Cllr Bell	Item 11e	Chair of the Upper Tean Residents Association
Cllr Wilkinson	Item 11 Item 11d (pecuniary)	Member of SMDC's Planning Committee His planning application
Cllr Flunder	Item 11	Member of SMDC's Planning Committee

## 4. Minutes of Previous Meeting: The minutes of the monthly meeting of the council held on 17<sup>th</sup> March 2020, have been circulated. They have been confirmed as an accurate and true record:

Signed (electronically) by the chairman and **Proposed: Cllr Hulme – Second: Cllr Bell – Motion Carried**

## 5. Public Participation (for a maximum of 30 minutes): No public in attendance.

## 6. District Councillor's Announcements:

Updates from both Cllrs Hulme & Wilkinson regarding new processes and planning.

## 7. County Councillor's Announcements:

Clerk advised that Cllr Deaville is currently trying to address speeding through the parish.

Proposal made to write to Cllr Deaville and ask if outstanding road works are going to be completed whilst the roads are quieter.

**Proposed: Cllr Wilkinson – Second: Cllr Peck – Motion Carried**

## 8. Actions and Updates from the Previous Meetings:

- a) **Tean Rec Water Retention:** Clerk advised that Severn Trent have carried out some works and cleared blockage. Area should start drying out. They are looking to ascertain who's responsibility this drainage is.

## 9. CoVid-19:

- a) Support Network Update: Cllr Trigger would like it minuting the councils thanks and gratitude to the clerk for doing a fantastic job coordinating the support network.
- b) Green Space Access: Cllr Buckley advised that some council have social distancing signs he will find one and send to the clerk. Clerk to message SCC to find out if there are signs for public footpaths.
- c) Other CoVid related issues: Nothing else.
- 7.47pm – Cllr Flunder joined the meeting.

## 10. Correspondence:

Date	From	Subject	Outcome
For Consideration			

a) 14/04/2020	Luke Shaw	Junior Football	Sports WG will meet 29/04/2020. Clerk to contact SMDC to obtain plan of original drainage works.
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**11.** Applications are reviewed and advised on by Planning Coordinators, comments are then passed via the SMDC portal.

Cllr Flunder placed in Zoom waiting room area at his request.

<b>Applications for Consideration</b>			
<b>SMDC No</b> * P/work not rec'd from SMDC in time for CPC meeting	<b>End of Consultation Period</b> * Ext Grant	<b>Address</b>	<b>Proposed Application Details</b>
a) SMD/2020/0176	06/05/2020	2, Church Lane, Checkley,	Convert integral garage into a living room and add a window replacing the garage door.
NO COMMENT			
b) SMD/2020/0184	22/04/2020	61, Oakhill Close, Upper Tean	Two storey side extension to enlarge kitchen, provide utility and an additional bedroom
NO COMMENT			
7.59pm – Cllr Wilkinson leaves meeting and is placed in Zoom waiting room feature due to pecuniary interest.			
c) SMD/2020/0087	20/05/2020	The Raddle Inn Quarry Bank Hollington	Demolition of Portakabin and erection of 3 holiday lodges
Proposal made to support application <b>Proposed: Cllr Bell – Second: Cllr Peck – Motion Carried</b>			

Cllr Wilkinson & Flunder re-enter the meeting.

d) **SMD/2018/0739 (Abby View, Hollington):** Application is going to appeal. Council agree to continue to support.

e) **Lodge Dale Farm, Hollington:** A resident advised the council of works being carried out at the entrance. Council agreed to pass info to SMDC for them to look into.

f) **Daisy Bank Farm** – Cllr Wilkinson advised he's been in contact with courts for a time frame.

## 12. Financial Matters:

a) Payments: Due to remote meeting all councillors were provided copies of invoices and cheques.

<b>Payee</b>	<b>Goods/Service</b>	<b>VAT</b>	<b>Total Amount</b>	<b>Cheque No</b>
1. Bryan Stubbs	Repair of GWH noticeboard	£5.83	£35.00	3555
2. TalkTalk	GWH Phone & Broadband (April)	£6.79	£40.74	D/Debit
3. TalkTalk	GWH Phone & Broadband (May)	£6.79	£40.74	D/Debit
4. Malcolm Price	Litterpicker Monthly Fee	-	£362.47	3556
5. Steve Clarke	Lengthsman Fee	-	£1027.50	3557
6. Siân Morgan-Owen	Parish Clerks Monthly Fee	-	£1116.75	3558
7. Siân Morgan-Owen	Parish Clerks Monthly Expenses	-	£126.39	3558
8. M&S Contract Services	Floral Display Maint (Aug 19) – company forget to submit invs last year	£145.00	£870.00	3559
9. M&S Contract Services	Floral Display Maint (Sep 19) – company forget to submit invs last year	£72.50	£435.00	3559
10. M&S Contract Services	Extra Basket & Annual Storage	£47.00	£282.00	3559
11. E-on	Recreation Ground	£0.41	£8.51	3560
12. SMDC	Annual Cemetery Rates	-	£626.34	3561
13. N & S Hurst	Hedge Cutting	£25.50	£153.00	3562
14. SoMarketing	Website Hosting (annual)	£29.00	£174.00	3563
<b>Monies In</b>				
15. Mr Shallcross	Refund of donation less £14 for printing	-	£86.00	

**Proposed: Cllr Buckley – Second: Cllr Wilkinson – Motion Carried**

b) **Copy of latest bank reconciliation and current account statements have been emailed to Councillors:**

Current Account bank statement, reconciliations (all accounts), precept spend to date, GWH payments and earmarked funds were provide to the councillors electronically.

- c) **Annual Return Update:** Clerk advised the return submission date has been put back to September. The clerk will proceed as normal and will enquire what the internal auditor needs to view documentation electronically.
- 13. Bank Signatories:** Clerk advised that Natwest are allowing you to add signatories online (without the hassle of going into branch) and as a council we should have more than 3. It was agreed by Councillors that the clerk will send councillors the information they would need to provide (name, DOB, signature etc) and should they wish to become signatories they may. All in favour.
- 14. Highways Issues (hedges, footpaths etc) –** If an issue needs reporting then Councillors must provide a full location address including postcode.  
Clerk advised that a resident has bought to Cllr Deaville’s attention that the new footway tarmac in Checkley has weeds growing through it. He is looking into it.
- 15. Community Events Team Recommendations from Working Group:**  
Clerk advised that the VE day celebration has been postponed and the Lord Lieutenant has been advised.
- 16. Tenford Lane – Wentlows Access:**  
Clerk advised we are waiting for advice from SMDC legal department.
- 17. May (Annual) Parish Meeting:** Council in favour of going ahead. Clerk to ask councillors if there are any nominees for chair & vice chair. If Councillors do not want to vote publicly then councils can offer their votes via text or Zoom private chat.
- 18. Matters Pertaining to Issues in the Parish or for the Next Meeting (19<sup>th</sup> May 2020):**  
Cllr Bell – rubbish in the river, if a volunteer removed it then would the rubbish be collected by SMDC.  
Cllr Trigger – residents burning rubbish.  
Cllr Hulme – what have we learnt on the back of the current crisis.  
Cllr Flunder – reiterates funding available for CoVid support.

**Meeting was closed 20.46**

I hereby state this is a correct account of the monthly meeting held by Checkley Parish Council.	
<b>Signed: (Chair)</b>	Councillor
<b>Date:</b>	