

# Meeting Minutes of the Parish Council held on Tuesday 15<sup>th</sup> September 2020 remotely via Zoom at 7.15pm

**Attendees:** Councillors – Cllr Wilkinson (Vice Chair), Cllr Akerman, Cllr Hulme, Cllr Flunder, Cllr Pearce, Cllr Peck, Cllr Bell & Cllr Trigger – S Morgan-Owen (Clerk) and no members of the public.

**1. Chair’s Welcome:**

a) Cllr Wilkinson welcomes everyone and reads out the Chairman’s Virtual Meeting Announcement.

**2. Apologies Received from:**

Cllr Buckley	Unwell
Cllr Stubbs	Holiday
Cllr McCormack	Prior commitment

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

Cllr Hulme	Item 12	Member of SMDC’s Planning Committee
Cllr Wilkinson	Item 12	Member of SMDC’s Planning Committee
Cllr Flunder	Item 11 Item 18	Member of SMDC’s Planning Committee Chairman of Neighbourhood Plan Steering Group
Cllr Pearce	Item 12a	Family friend has made comments on this application.

**4. Minutes of Previous Meeting:** The minutes of the monthly meeting of the council held on 18<sup>th</sup> August 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 Flunder – Motion Carried**

All in favour of bringing item 6 up the agenda.

*All in favour for the suspension of standing orders*

**6. Public Participation (for a maximum of 30 minutes):**

*Dr Dawson-Varughese – Local Artist & Cultural Expert – Story Logs Project.*

Dr Dawson is applying to the Arts Council for a grant for her ‘Community Story Log Project’ and is looking for permission to install them on Parish Council land (Tean Recreation ground and Well Meadow Gardens).

Councillors are excited about this project and would like to look into extending the project throughout the Parish in the future.

Proposal made to support this project and also write a letter (2020.019) of support for Dr Dawson-Varughese to provide with her grant to the Art Council.

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

*All in favour for the reinstatement of standing orders.*

**5. Review and acceptance of the following policies:**

- a) Financial Regulations
- b) Health & Safety Policy
- c) Freedom of Information Policy
- d) Grant Policy
- e) Retention of Documents Policy
- f) General Financial and Process Risk Assessment
- g) Recreation Ground, Play Areas, Football Pitch and Green Space Risk Assessment
- h) Cemeteries Risk Assessment
- i) Wentlows Changing Room Policy

Proposal made to accept all the reviewed policies and risk assessments

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

**7. District Councillor’s Announcements:**

Updates from both Cllrs Hulme & Wilkinson.

**8. County Councillor’s Announcements:**

Apologies and no report received from Cllr Deaville.

In Cllr Deaville’s absence Cllr Flunder provides an update.

**9. Actions and Updates from the Previous Meetings:**

a) **Wentlows Pitch Drainage Update:** SFA have requested a virtual meeting. Clerk to organise.

b) **Hollington Noticeboard:** Proposal made to accept Baytree Joineries quote £390 which includes ‘Checkley Parish Council’ across the top.

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

c) **Well Meadow Gardens Lamppost Painting:** Postponed to next month.

d) **Greatwood Hall Meeting Room:** Cllr Trigger will take to GWH working group meeting.

e) **Traffic Calming:** Clerk advises that there are currently no grants at the moment and costs could be in excess of £3k per sign. Possibility of looking into school crossing signs.

Cllr Peck received a complaint regarding traffic lights in Hollington. Suggestion made to reinstate Speedwatch group again.

Proposal made to write to Cllr Deaville and request his attendance to the next meeting.

**Proposed: Cllr Hulme – Second: Cllr Pearce – Motion Carried**

f) **Council Assets:** Proposal made to accept the minutes and the non-financial proposals made in the confidential meeting held 18<sup>th</sup> August.

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

g) **Croxdon/Hollington Speed Reduction:** Cllr Wilkinson and Peck advise no updates.

**10. CoVid-19 Updates:**

Clerk advises update regarding Remembrance Sunday. Council require 4 wreaths one for each monuments High St, Christchurch, Hollington, Checkley.

**11. Correspondence:**

Date	From	Subject	Outcome
<b>For Consideration</b>			
a) 03/09/2020	Resident	Art Council Funding	See agenda item 6
<b>For Information</b>			
b) 20/08/2020	Resident	Speeding traffic along Cheadle Road	Responded 25/8 cc’d in County & District Councillors

**20.37 – Due to interests declared.**

Cllr Flunder & Cllr Hulme request to be put in the waiting area.

Cllr Wilkinson steps aside and hands over the Chair to Cllr Bell

**12. Applications are reviewed and advised on by Planning Coordinators, comments are then passed via the SMDC portal or email.**

<b>Applications for Consideration</b>			
SMDC No * P/work not rec’d from SMDC in time for CPC meeting	End of Consultation Period * Ext Grant	Address	Proposed Application Details
a) SMD/2020/0408	23/09/2020	12 Gorsty Hill Road, Upper Tean	Outline application with details of access (all other matters reserved) for proposed new detached dwelling.
Proposal to object: <b>Proposed: Cllr Pearce – Second: Cllr Bell – Motion Carried</b> - (2020/020 letter ref)			
b) SMD/2020/0424	*07/09/20	1 Oakhill, Upper Tean	Proposed Installation of 26kW ground source heat pump installation comprising of 2 x Stiebel Eltron WPF S 13kW ground source

			heat pump units. Heat source via borehole rather than ground collector.
Proposal to support: <b>Proposed: Cllr Bell – Second: Cllr Tigger – Motion Carried</b> - submitted via planning portal			
c) SMD/2020/0480	07/10/2020	Goldhurst Farm, Hollington Rd, Winnothdale	External alterations to include new orangery and porch, alongside alterations to existing carport, boiler room and internal layout.
No comment			
d) SMD/2020/0481	07/10/2020	Goldhurst Farm, Hollington Rd, Winnothdale	Listed building consent for external alterations to include new orangery and porch, alongside alterations to existing carport, boiler room and internal layout
No comment			
e) SM.20/04/1142 W		Weavers Down, Hollington	Land infilling to area to stabilise ground retaining structures adjacent to the highway to maintain the integrity of the highway
Proposal to support: <b>Proposed: Cllr Peck – Second: Cllr Bell – Motion Carried</b> - submitted via planning portal			

**20.46** – Cllrs Hulme & Flunder brought back to the meeting and Cllr Wilkinson takes back the Chair.

f) UPRN’s Letter: No response from Ben Haywood.

**13. Financial Matters:**

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

Payee	Goods/Service	VAT	Total Amount	Cheque No
1) D Mollinson	3x Benches (from Blacks Head) (agreed REF: 08.20/12c)	-	£600.00	3591
2) Shoosmith Solicitors LLP	Daisy Bank Judicial Review (agreed min REF: 07.20/11e)	£548.10	£3,288.60	3592
3) Malcolm Price	Litterpicker Monthly Fee	-	£235.44	3593
4) Steve Clarke	Lengthsman Fee	-	£1,471.50	3594
5) Siân Morgan-Owen	Parish Clerks Monthly Fee	-	£1,176.00	3595
6) Siân Morgan-Owen	Parish Clerks Monthly Expenses	£10.68	£100.39	3595
7) Playsafety Ltd	RoSPA inspection of all play areas	£52.30	£313.80	3596
8) TalkTalk	GWH Broadband & Internet	£6.79	£40.74	D/Debit
9) Scribe	Annual Licence Accounting Software	£69.40	£416.40	3597
10) M&S Contract Service	Floral Displays & Maintenance (June-Aug)	£1,047.00	£6,282.00	3598
11) Eon	High St Electric	£0.84	£17.58	3599
	<b>Total Out</b>	£1,735.11	£13,942.45	
<b>Money In</b>				
12) SCC	Covid Support Fund	-	£400.00	
13) Various	Cemetery Fee’s	-	£310.00	
	<b>Total In</b>		£710.00	

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

b) **Latest banking/accounts information has 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.

**14. Highways Issues (hedges, footpaths etc)** – If an issue needs reporting then Councillors must provide a full location address including postcode.

a) Complaint on Facebook (Lower Tean Residents Group) from a variety of residents regarding the overgrown paths – clerk to put on Highways liaison meeting.

**15. Environment:**

a) **Lengthsman & Litterpickers Report:**

- Lengthsman would like clarity on additional help for insurance purposes. Cllr Akeman points out that this is also an issue if he is working at heights etc.

Cllr Trigger advises that the Clerk is the Lengthsman’s administrator and should be empowered to use discretion.

Proposal made to continue to allow Lengthsman to quote for works that are not within his normal schedule of works so he can employ assistance. Lengthsman is to notify the clerk if additional help is required and advise of number of hours being subcontracted out, it will then be at the clerks discretion. The hours subcontracted out should be clearly stated on the Lengthsman’s monthly invoice to ensure transparency. The Parish Council is not responsible for tools, management or insuring of the 3<sup>rd</sup> party subcontractor, this is the responsibility of the Lengthsman as the Councils contract is with him alone.

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

b) **Moorland Tree Care Quote:** Proposal made to agree to works for £1500 +VAT

**Proposed: Cllr Bell – Second: Cllr Hulme – Motion Carried**

c) **Well Meadow Garden Tree in River:** Clerk to chase

d) **Cllr Flunder community litterpick update:** no update

e) **Health and Safety:**

1. RoSPA Play Equipment Report: Cllr Akerman is looking at ongoing.

2. Wentlows Portacabin: Proposal made to urgently remove regardless of cost (within reason) Cllr Wilkinson to organise (he is aiming for a FOC removal).

**Proposed: Cllr Flunder – Second: Cllr Pearce – Motion Carried**

3. Defibrillator Update: Unit at GWH is faulty and is going back to USA, loan unit currently in place.

f) **Dangerous bushes on WMG:** Proposal to ask Lengthsman to quote for the removal of all three beds.

**Proposed: Cllr Bell – Second: Cllr Hulme – Motion Carried**

**16. Neighbourhood Plan Update:**

a) Confirmation of agreement that 8 out of 11 Councillors agreed via email on 19/20 August to accept the superseded report and take this forward through the remaining of the process.

b) Update on NDP Steering Group meeting held.

c) Update on grant obtained to pay for the agreed superseded report.

**17. Events Committee (Christmas Lights Switch On):**

a) Council in favour of cancelling the event. The trees, lights and crib will still go up but there will be no switch on event.

b) Proposal for the following to be purchased by ACE Electrical 26x small for High St, 1x 15ft High St, 1x 10ft Hollington, 1x 13ft GWH

**Proposed: Cllr Hulme – Second: Cllr Pearce – Motion Carried**

**18. Wentlows Football Club Annual Fee:**

Proposal to charge the same as the previous amount of £150.

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

**19. Matters Pertaining to Issues in the Parish or for the Next Meeting (20<sup>th</sup> October 2020):**

No Councillors have any issues.

**Meeting was closed 21.46**

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>	