

BARNWELL PARISH COUNCIL

Minutes of the Meeting held on Tuesday 21st July 2020 via ZOOM at 3.00pm

Present: Councillors H Hanlon (Chair), D Brown, G Shacklock (Parish & Ward Councillor), C Soans, J DeBock, G Wise

In attendance: Mrs N Phillips (Clerk), 2 x members of public

20/07/135	To receive and approve apologies for absence Cllr Bould
20/07/136	Public participation session 2 members of public addressed the Council on their concerns around the recent clearing of the brook and other environmental issues. To be discussed further under item 20/07/159.
20/07/137	To receive declarations of interest under the Council's Code of Conduct related to business on the agenda. None
20/07/138	To receive & approve for signature minutes of the meeting held on Tuesday May 19th 2020 Resolved: That the minutes be signed by as a correct record of the meeting
20/07/139	To note any matters arising from the minutes not included on this agenda for report only None
20/07/140	To receive & approve for signature minutes of the meeting held on Thursday June 11th 2020 Resolved: That the minutes be signed by as a correct record of the meeting
20/07/141	To note any matters arising from the minutes not included on this agenda for report only Re item 20/06/129: a letter has been received from a resident about vegetation that has not as yet been removed, The Clerk was asked to compose a letter to go to the properties concerned requesting they cut back the foliage so as to avoid a situation when NCC is asked to intervene as they may charge the household. Resolved: Clerk to compose letter and circulate for approval before sending out.
20/07/142	To receive a report from County Councillor Wendy Brackenbury No report due to Cllr Brackenbury's not attending the meeting.
20/07/144	To receive a report from District Councillor Geoff Shacklock Cllr Shacklock gave an update on the proposed Motor Cross application at Old Weston. ENC felt they needed more information before deciding whether to object or not. There may be a covenant on the land restricting it's use only to agriculture but his is not a planning issue
20/07/145	To receive and approve the Balance of Account/Bank Reconciliation Resolved: The balance of accounts and the bank reconciliation was approved and t be signed by Cllr Brown
20/07/146	To examine and approve the bank statements Bank balance stands at £35125.11 Resolved: Bank statements approved and to be signed by Cllr Brown

20/07/146	To approve and authorise payments of the following invoices				
Cheque	Payee	Amount With VAT	Amount net of VAT	Details	Power to pay
D/D 1	PWL B	£547.56	£547.56	Streetlighting loan installment 3	Parish Councils Act 1957 s3
100622	N A Phillips	£28.17	£28.17	May Expenses	LGA 1972 s111
100622	N A Phillips	£7.20	£7.20	Reimbursement for ZOOM	LGA 1972 s111
100623	NCALC	£12.67	£12.67	ZOOM training for Clerk	LGA 1972 s111
100623	NCALC	£38.00	£38.00	ZOOM training for Chair	LGA 1972 s111
100624	N A Phillips	£211.40	£211.40	July Salary	LGA 1972 s112
100622	N A Phillips	£19.59	£19.59	June Expenses	LGA 1972 s111
D/D2	ICO	£35.00	£35.00	Data Protection Registration	LGA 1972 s111
100625	N A Phillips	£211.40	£211.40	August Salary	LGA 1972 s112
100626	NCALC	£18.33	£18.33	PAYE Training	LGA 1972 s111
100627	N A Phillips	£7.20	£6.00	Reimbursement for ZOOM	LGA 1972 s111
100628	D Brown	£74.94	£62.45	Hand gel and dispenser	LGA 1972 s124
100629	Turneys	£189.96	£158.30	Highways mowing 3/7 cuts	Highways Act 1980, section 96
100630	Eon	£89.13	£84.89	Street lighting	Parish Councils Act 1957 s3
100631	D Brown	£24.89	£24.89	Materials for sign repair	Public Health Act 1875 s 164
100631	D Brown	£19.00	£15.40	Materials for goal post installation	LGA 1972 s124
Resolved: to authorise payment of all invoices					
20/07/147	To note a payment of £6.60 made by the Clerk directly to HMRC for tax owing.				
Due to an oversight in deducting tax due from salary, as well as the problems with paying HMRC by cheque the Clerk will pay the £6.60 owing to HMRC direct.					
Resolved: Clerk to pay tax owing, electronic banking to be explored					
20/07/148	To review the budget for 2020/21 and to resolve what action to be taken				
Spending on target with only an overspend of £5.00 in one area of the budget.					
Resolved: No action needed at present					
20/07/149	To consider and resolve the Council's response to planning application received.				
None received					
20/07/150	To note planning decisions made by ENC.				
None received					
20/07/151	To receive a report from Cllr Brown on the work to the village trees promised by NCC and to resolve what action, if any, to be taken.				
Still waiting for trees on west side of brook to be trimmed, this will now happen in September when contractors will also trim the lime boles overhanging the road. Branch off willow reported to NCC but no work carried out yet.					
Resolved: Cllr Brown to continue to liaise with NCC on these matters					
20/07/152	To set a date and plan for the trimming of the lime basal growth by volunteers sometime in the Autumn.				
A date to be set at the September meeting after NCC has carried out the work outlined in 20/07/151					
Resolved: To be brought back to the September meeting					

20/07/153	<p>To receive a report from Cllr G Wise on issues concerning the highways and to resolve what action, if any, to be taken</p> <p>Potholes reported some months ago still not repaired</p> <p>Resolved: Cllr Wise to re-report them along with work needed to bridge near to the Manor.</p>
20/07/154	<p>To receive a report from Cllr C Soans on issues concerning the rights of way and to resolve what action, if any, to be taken</p> <p>No issues to report</p> <p>Resolved: No action needed</p>
20/07/155	<p>To receive a report from Cllr H Hanlon on the children's playground and to decide what action if any to be taken.</p> <p>Having delayed the reopening of the playground so not to coincide with the reopening of the pub and after carrying out risk assessments the playground will re-open once the sign and the hand sanitizer unit has been installed.</p> <p>Resolved: Cllr Brown to carry out installation of sign and hand sanitizer unit, Cllr De Bock to obtain 2 x A3 signs from Inkwel printers, Cllr Soans to carry out weekly safety inspections until September to include the hand sanitizer unit.</p>
20/07/156	<p>To receive a report from Cllr H Hanlon on the Neighbourhood Plan and to discuss and resolve what action if any to be taken.</p> <p>Grant applied for to cover consultancy fees for completing the draft plan and printing costs. Steering group to meet in the near future to finalise and then present plan to BWPC for approval before the referendum is carried out.</p> <p>Resolved: Cllr Hanlon to continue with her work on the NHP156 : Grant applied for to cover consultancy fees for completing the draft plan and printing costs.</p>
20/07/157	<p>To receive a report from Cllr H Hanlon and Cllr Bould on the provision of visual speed indicator signs and other traffic calming measures and to resolve what action if any to be taken.</p> <p>Cllr Bould has spoken to supplier who states that signs will be delivered within the next two weeks. Supplier will refund cost of poles. A method of installation of items will need to be worked out to take into account social distancing requirements</p> <p>Resolved: Cllr Bould to continue to liaise with the supplier</p>
20/07/158	<p>To resolve to consider the establishment of a designated wildflower area in the village.</p> <p>This item discussed after item 20/07/159</p> <p>Resolved: To bring back to the September meeting as depending on the outcome of item 20/07/159 the brookside may not be the best place to install a wildflower area.</p>
20/07/159	<p>To resolve to establish a policy for a consistent mowing regime throughout the village</p> <p>After representation from two members of the public and taking into account the recent concerns over the clearing of the brook by the Environment Agency (EA) it was felt that the current mowing management plan should be revisited after Cllrs met first with the EA and then with the mowing contractors. Advice also to be sought from the Wildlife Trust.</p> <p>Resolved: Cllr Shacklock to liaise with EA and arrange a meeting</p>

	Cllr Soans apologised but left the meeting to attend a work meeting at this point, the time being 16.26
20/07/160	To receive an update on the Recreation Field and to resolve what action if any to be taken. Goal posts should be ready by end of the week, Cllr Brown offered to install Resolved: That Cllr Brown install the goal posts, that Cllr Brown carry out a risk assessment and forward copy to the Clerk
20/07/161	To resolve to purchase and fit a long handled catch and closing spring to the Recreation Field gate. Resolved: Purchase approved, Cllr Soans to action
20/07/162	To receive a report on any street lighting issues and to resolve what action, if any, to be taken. Nothing to report Resolved: No action needed
20/07/163	To receive the results of the annual assets inspection and to resolve a plan of work for items needing it. Cllrs Brown and Soans carried out an inspection of assets and all are considered to be in 'GOOD' or 'FAIR' condition with the exception of the bus shelter Resolved: No action necessary except on the bus shelter
20/07/164	To resolve whether to carry out repairs to the bus shelter and whether to accept the estimate for the suggested work A quote has been received for around £600 to carry out work which was felt to be rather too high to justify. Cllr Brown volunteered to carry out basic remedial work as needed. Resolved: To accept Cllr Brown's offer with BWPC to pay for materials purchased.
20/07/165	To resolve to establish a 'book exchange' in the defibrillator kiosk. Cllr Hanlon proposed carrying this item over to the September meeting Resolved: To bring back to September meeting
20/07/166	To note the hours worked by the Clerk Due to extra meetings as well as Covid-19 and other issues the Clerk has currently worked 16 hours over what she is contracted to work and also has 8 hours owing from last year. Resolved: Clerk to keep a note of hours worked and keep Cllrs informed.
20/07/167	To resolve to upgrade to v3 of the website to ensure compliance with Accessibility legislation, at a cost of £78.00 per annum. Resolved: To upgrade the website. Clerk to contacted website provider
20/07/168	To give consideration as to how BWPC can assist with future maintenance of the church clock. It was stressed that the church had not approached BWPC with this request but as the clock was a gift to residents by a grateful benefactor it was felt that BWPC might like to give some thought to how it can assist with this matter. Resolved: To give thought to this matter later in the year
20/07/169	To note the Joint Action Group meeting (JAG) to take place tomorrow Resolved: Cllr Hanlon unable to attend and Cllr Shacklock as yet has not received

	an invitation. The Clerk will be attending on behalf of the other PCs she works for and therefore will report back on behalf of BWPC
20/07/170	<p>In response to the Covid-19 outbreak in the UK and in the event that it is not possible to convene a meeting of the council in a reasonable time, the Clerk shall have delegated authority to make decisions on behalf of the council only in such circumstances where no Cllr is available to consult with, and where such decision cannot reasonably be deferred and must be made in order to comply with a commercial or statutory deadline. The delegation does not extend to matters expressly reserved to the council in legislation or in its Standing Orders or Financial Regulations. Any decisions made under this delegation must be recorded in writing and must be published in accordance with the relevant regulations. This delegated authority ceases upon the first meeting of the council after the council meeting at which the delegation was put in place</p> <p>Resolved: All in favour</p>
20/07/171	<p>Correspondence:</p> <p>Letter received from Parson Latham's Hospital requesting the appointment of a new BWPC trustee. C Forrest volunteered and her offer was readily accepted by all.</p> <p>Resolved: Clerk to inform Parson Latham's Hospital; of the appointment of C Forrest.</p>
20/07/172	<p>To confirm date of the next meeting of the Parish Council as 15th September 2020</p> <p>Resolved: Meeting date confirmed</p>
20/07/173	<p>To close the meeting</p> <p>The meeting closed at 16.55 pm</p>

Signed:

Dated: